

# St John's C of E Voluntary Aided Primary School, Croydon

## CHARGING AND REMISSION POLICY

**DATE WRITTEN:** Spring 2023  
**Frequency of review** Annual  
**Reviewed by** P&F

### APPENDIX 7: CHARGING AND REMISSION POLICY

#### 1. INTRODUCTION

The School recognises the valuable contribution that the wide range of additional activities, including trips clubs and residential experiences, can make towards pupils' education.

The School aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

#### 2. CHARGES

The School *reserves the right* to make a charge in the following circumstances for activities organised by the school:

- ☐ **School Journeys in school hours**  
The board and lodging element of approved residential activities deemed to take place in school hours.
- ☐ **Activities outside school hours**  
The full cost to each pupil of all approved activities deemed to be optional extras taking place outside school hours.
- ☐ **Consumables Charges**  
The cost of materials, ingredients, equipment (or the provision of them by parents) for subjects, such as DT, Science, Art/Craft.
- ☐ **Hiring of Instruments**  
The loaning of school instruments to parents to support children's 1 to 1 lessons.

The School *reserves the right* to charge for ingredients and materials or require them to be provided if the parents have indicated in advance that they wish to own the finished product.

#### 3. GENERAL

The School may, from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the School from inviting parents to make a voluntary contribution towards the cost of additional activities which takes place in school time. Parents may be advised that the continuance of an activity may depend on a minimum of 90% of voluntary contributions being received either from voluntary contributions or the pupil premium grant, but once it has been decided to run such an activity no qualifying pupil will be excluded on the grounds of failure to pay the voluntary contribution.

#### 4. REMISSION

Where a pupil is entitled to Free School Meals\* (*see below*), the School will offer to remit in full the cost of full board and lodging for any residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the National Curriculum.

The School may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. Such parents will be invited to apply in confidence for a remission of charges in full or in part. Authorisation for such remission will be made by the Head Teacher in consultation with the Chair of Governors.

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\* Entitlement to Free School Meals is currently where the parent is receiving Income Support, Income-Based Job Seeker's Allowance, Income-related Employment and Support Allowance, or support under Part IV of the Immigration and Asylum Act 1999, the guaranteed element of Pension Credit, Child Tax Credit (where there is no entitlement to Working Tax Credit and where annual income does not exceed £16,190), Working Tax Credit run-on – paid for 4 weeks after you stop qualifying for Working Tax Credit, Universal Credit – if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get).