



The Market Weighton School

Charging and Remissions Policy

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1. **AIMS**

1.1 In conformity with the requirements of the Education Act 1996, it is the policy of the Governing Body:

- To make a broad programme of activities and trips accessible to as many pupils as possible.
- To establish and maintain a fair and coherent system of charges within the constraints of the school budget, seeking to ensure that no student should have their access to the curriculum limited by charges.

1.2 The Governing Body also recognises that there is a clear distinction in charging between Curriculum and Non Curriculum activities.

1.3 The Charging and Remissions Policy will be reviewed at regular intervals and charges may be adjusted as a result of that review.

2. **CURRICULUM ACTIVITIES: Voluntary Contributions** - The school is entitled under current legislation to ask for voluntary contributions towards any school activity.

2.1 **Trips and Visits** - Parents/carers will be asked to make a voluntary contribution towards the cost of an educational visit/activity, for example, entrance fees, transport costs, supply teacher cover. If the school does not receive sufficient voluntary contributions to cover the cost of the visit, then the visit will be cancelled. No student will be excluded from any visit/activity because their parent/carer is unwilling or unable to pay a charge.

- To levy a charge for all board and lodging costs on residential visits, except where pupils are entitled to statutory remission.
- Any insurance costs will be included in charges for trips and activities.

2.2 **General Lesson Costs** – To levy a charge in respect of practical subjects, for full or partial cost of materials and ingredients if parents have indicated in advance that they wish to own the finished product.

- Schools may make charges for materials, books, instruments or equipment where the student's parents wish the student to own them. Voluntary contributions may be sought in cash or kind in order to enable school resources to go further.

2.3 **Music Tuition** - To levy a charge towards the cost of instrumental tuition by teachers of the Schools Music Support Service or the teacher from Moorings Music School. This charge will be reviewed each year and advised to parents prior the commencement of lessons in September each year.

3. **NON CURRICULUM ACTIVITIES**

3.1 **Non Curriculum Trips and Activities** - To levy a charge for "optional extras" which are not part of the National Curriculum, statutory Religious Education or in preparation for a prescribed public examination. The school reserves the right to cancel any visit if there are insufficient pupils to make the trip viable. In these circumstances a full refund will be given. Any insurance costs will be included in the charges for the trips and activities.

- 3.2 Examination fees if the registered pupil has not been prepared for the examination(s) at the school.
- 3.3 Transport to education not arranged by the school or Local Authority.
- 3.4 **School Property** - To charge parents for damages to or loss of school property caused wilfully or neglectfully by a student.
- 3.5 **Private Lettings** - To charge for private lettings using the scale of charges as set out for directed community use of school premises by the Local Authority, to include VAT where appropriate. Discretion can be allowed by the Head teacher and / or Business Manager.
- 3.6 **Freedom of Information** - Information published on our Intranet is free, although you may incur costs from your Internet Service Provider. If you do not have internet access, you can access our website using a local library or an Internet café.
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4. **STATUTORY REMISSION**

4.1 Statutory remission is given to those parents/carers who are in receipt of the following:

- Income Support.
- Income Based Job Seekers Allowance.
- Support under Part VI of the Immigration and Asylum Act 1999.
- Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed £16,190 (financial year 2013/14).
- The guarantee element of State Pension Credit.
- An income related employment and support allowance that was introduced on 27 October 2008.

The school reserves the right to consider any student for the remission of charges.