

CROSSLEY STREET PRIMARY SCHOOL



Crossley Street Primary School

Charging and Remissions Policy

March 2024

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Policy approved by : Richard M Meadmore

Chair of Governors

Gavin Hirst

Head Teacher

Aim

The aim of this policy is to set out what charges will be levied for activities, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents.

Responsibilities

The Governing Body of the school are responsible for determining the content of this policy and the Headteacher for implementation. Any determination with respect to individual parents will be considered jointly by the Headteacher and Governing Body.

Charges cannot be made for

The Governing Body of the School recognise that legislation prohibits charges for the following;

- Education provided during school hours (including the supply of any materials, books, instruments or other equipment).
- Education provided outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education.
- An admission application to any state funded school.
- Tuition for pupils learning to play musical instruments or vocal tuition if this is required as part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education.
- Entry for a prescribed public examination, if the pupil has been prepared for it at the school.
- Examination resits if the pupil is being prepared for the resit at the school.
- Education provided on any trip that takes place during school hours.
- Education provided on any trip that takes place outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education.
- Supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip.
- Transporting registered pupils to or from the school premises, where the local education authority has a statutory obligation to provide transport.
- Transporting registered pupils to other premises where the governing body or local education authority has arranged for pupils to be educated.
- Transport that enables a pupil to meet an examination requirement when he or she has been prepared for that examination at the school.
- Transport provided in connection with an educational trip.

Charges may be made for

- Board and lodging on residential visits (not to exceed the costs).
- The proportionate costs for an individual child of activities wholly or mainly outside school hours ('optional extras') to meet the costs for;
- Travel
- Materials and equipment

- Non-teaching staff costs
- Supply teachers engaged purely for optional extras
- Entrance fees
- Insurance costs
- Vocal and musical instrument tuition (Direct billing with Artforms)
- Breakages and replacements as a result of damages caused wilfully or negligently by pupils.
- Extra-curricular activities and school clubs.
- Any extended school activity
- Damage/vandalism/loss to and of school property.
- Community Use / Lettings. (Arrangements for the letting of school premises and charges are contained in the Letting Charges Policy).

Remission

Children whose parents are in receipt of the following support payments will, in addition to having a free school lunch entitlement, also be entitled to the remission of charges for board and lodging costs during residential school trips. The relevant support payments are;

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £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)

Voluntary Contributions

Parents will be invited to make a voluntary contribution for the following:

- a) School Visits
- b) Curriculum Enhancement Activities

The terms of any request made to parents will specify that it is a voluntary contribution and in no way represents a charge. In addition the following will be made clear to parents:

- a) that the contribution is genuinely voluntary and a parent is under no obligation to pay
- b) that registered pupils at the school will not be treated differently according to whether or not their parents have made any contribution in response to the request

The responsibility for determining the level of voluntary contribution is delegated to the Headteacher.

Voluntary contributions will be used to:

- Supplement the cost of the visits

School Meals

The Governing Body will determine and publish annually the price to be charged for school meals. All children from Reception to Year 2 will receive a free school meal. From September 2024, all school meals at Crossley Street will be charged at exactly the same cost as they are supplied to school by Leeds City Council.

Nursery Fees

Children over the age of 3 are entitled to 15 hours of government funded universal childcare. In addition, parents who are in full time employment are able to apply for an additional 15 hours of funded childcare, bringing the total funded hours for any one child to 30 hours.

Parents who do not qualify for the additional 15 hours of funding may pay for their child to attend additional hours up to a maximum of 30 hours.

These charges are calculated per the hour and charged half termly. This charge is in line with the funding we receive from the local authority. The local authority reviews the funding payment annually in April. We will notify parents before 31st March each year of any increase in charges that take effect from 1st April that year.

The nursery fees under this policy reflect the real costs of providing early years foundation stage learning. In particular, there is a statutory requirement for staff to child ratios and for staff who hold specific qualifications. These create relatively fixed costs which we have to meet whether children attend or are absent. Therefore if your child is absent, you will still be charged for their place for a maximum of 2 weeks of absence irrespective of whether the absence is for holiday, sickness, religious or other reason.