

# Burlington Junior School

Shaping Positive Futures



Achieving Our Full Potential

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## Charging Policy

Contact details

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## **Charging and Remissions Policy**

### **Overview**

Under the terms of the 2002 Education Act, education should, in the main, be provided free from charges. The governors and staff accept this as a principle and the following policy outlines their view and proposed action.

Education for pupils is free from charge if:

- it takes place in school hours and
- it is part of the National Curriculum.

We take account of the Equality and SEND Practices in this policy.

### **Aim**

In conformity with the requirement of the Education Reform Act 1988, 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 child should have its access to the curriculum limited by charges.

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

### **The Law States:-**

For curriculum and educational activities, parents must be informed if:

- The activity cannot be funded without voluntary contributions.
- The visit may have to be cancelled if insufficient funds are raised.
- A parent's inability to pay cannot exclude a child from an activity.
- If a parent is unable or unwilling to pay, their child will be given equal chance to go on a visit.

### **Curriculum Activities**

Voluntary contributions may be requested of parents/carers to allow visits to take place during school hours, which supplement and extend work included in the National Curriculum. No student should be excluded by reason of inability or unwillingness to make voluntary contributions.

However, if insufficient voluntary contributions are raised to fund the activity, then it may be cancelled and a full refund given. Families in receipt of Free School Meals and Pupil premium may be subsidised for some trips.

### **Residential Activities/Optional Extras**

For residential trips (one or more nights away from home) deemed to take place during school time. Families will be charged for the cost of the trip to include insurance costs, excursions and activities. Families in receipt of Free School Meals and Pupil Premium children may be subsidised.

### **After School Clubs**

After school clubs where the school pay for a qualified instructor, a small charge may be asked for to help towards the cost of the lesson for all children attending these clubs.

After School Clubs that are facilitated by a staff member will be free of charge to all children who attend.

### **Music Tuition/Optional Extra**

Charges for music delivered by LEA peripatetic teachers are currently free of charge to parents and will be funded by the school until the end of this academic year. The School Governors will review this financial decision for 2024/25 Academic year .

### **School Meals**

School meals currently cost £2.30 per day. This charge will be reviewed annually and may subsequently increase to meet the costs of food and the catering service. Parents are encouraged to clear any outstanding balances at the end of each week. If arrears are built up, you may be sent a reminder notification. Any outstanding balances greater than £50.00 will be referred to the Corporate Billing department for debt collection. The school however will endeavour to avoid this and will work with parents/carer to devise a payment plan to clear balances if parents/carers wish to do so.

Families in receipt of Free School Meals will be exempt from charge. If parents /carer are in receipt of Income support or Job Seekers Allowance their child may be eligible for Free School Meals. Parents/Carers are encouraged apply for this online at [www.eastriding.gov.uk/fsm](http://www.eastriding.gov.uk/fsm)

### **School Property**

The Governing Body reserves the right to ask parents/carer to pay for the cost of replacing items of school property which are broken, lost or damaged, when it is as a result of the child's behaviour.

### **Freedom of Information**

Subject Access Requests under the Data Protection Act 1998 are provided. An admin charge will be made for each request.

### **Voluntary Contributions**

Voluntary Contributions will be asked of parents to allow visits to take place which supplement and extend work included in the National Curriculum. Voluntary contributions may be requested in cash or kind for materials or ingredients used in various activities. If finished products are to be taken by pupils a charge maybe made. The school holds its own fund raising events from time to time. Sometimes these support our own funds or charities such as Children in Need, Poppy Appeal. Note that financial contributions to these events are voluntary.

**Financial Difficulties**

Where charges would cause financial difficulties a reduced rate or no charge maybe made, at the discretion of the Headteacher. Sometimes, alternative sources of funding may be sourced. Parents will however be encouraged to make whatever contribution they can. No child will be excluded from any educational activity because of genuine financial difficulty.