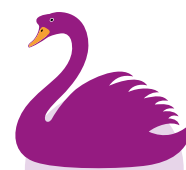


# Charges for School Activities and Remissions



**POLICY**

**Swansfield Park**  
Primary School

In accordance with Sections 106-111 and 117-118 of the Education Reform Act 1988, the Governing Body make no charge for education or educational activities provided during school hours as part of the published curriculum.

However, the Governing Body recognises the valuable contribution that the wide range of additional activities can make towards the personal and social education of pupils.

The Governing Body therefore reserve the right to levy charges for the following activities arranged by the school:-

## 1. "Optional Extra" Activities Outside School Hours

The full cost for activities including residential visits which take place out of school hours may be charged to parents. In fixing the charge, the school may take account of the costs for travel, board and lodging for supervising staff. No charge will be made for payments to teachers who accompany such visits.

## 2. Visits to Field Study Centres Partly or Fully During School Hours

No charge will be made for such visits, other than board and lodging charges. The Governors recognise that full remission from the charge for board and lodging is available to pupils whose families are in receipt of Income Support or Family Credit.

### "Optional Extra" Activities Outside School Hours

### Visits to Field Study Centres Partly or Fully During School Hours

### Instrumental Tuition

### Extra Curricular Activities

### Swimming

### Visits in Support of the Curriculum which are Desirable but not Essential

### Childcare (TicToc)

### Fee-paying Nursery and Playgroup Places

### Damage to Property or Breakages

### Remissions And Concessions

### Monitoring and Review

### History and Signatures



### 3. Instrumental Tuition

If pupils receive instrumental tuition, a charge will be made in respect of the teachers' costs.

### 4. Extra Curricular Activities

Voluntary contributions are requested from parents for materials and to fund the additional resources required to run these activities.

### 5. Swimming

Swimming is a mandatory part of the PE curriculum. Voluntary contributions are requested from parents to cover the cost of transport and tuition.

### 6. Visits in Support of the Curriculum which are Desirable but not Essential

The Governing Body recognises that the school may wish to offer opportunities for pupils to broaden the range of experience in connection with certain curriculum areas during school hours. Such opportunities might comprise: an educational visit to an historical site, a theatre visit or work in an art gallery or museum.

The Governing Body's policy is to encourage the school to work jointly with parents in this respect, and invite voluntary contributions from parents, either generally to school funds or specifically for certain activities, in accordance with Section 118 of the 1988 Act.

In encouraging such co-operation the Governing Body is anxious to ensure that parents are made aware that any such contributions are voluntary and that pupils will not be treated differently according to whether or not their parents have made any contribution.

The Governing Body recognises that the viability of visits in support of the curriculum which are desirable but not essential depends upon the level of voluntary financial support received from parents and delegate to the Headteacher responsibility for decisions in relation to the viability of such visits.

## **7. Childcare (TicToc)**

We will charge families for any childcare offered to children before and after school and during school holidays. The level of fees and any remissions are set and reviewed regularly by the Governing Body. These fees can be found on our website.

## **8. Fee-paying Nursery and Playgroup Places**

We now provide full time nursery places to 3 and 4 year old children with a charge for any additional hours used over and above the child's free entitlement.

Nursery children are entitled to 15 hours free provision or 30 hours where the eligibility criteria are met.

We offer playgroup places to 2 year olds. There is a charge for these places unless you are entitled to receive free 2 year old childcare.

Further information can be obtained online at  
[www.northumberland.gov.uk/freechildcare](http://www.northumberland.gov.uk/freechildcare)

## **9. Damage to Property or Breakages**

Very rarely we may seek to recover some or all of the costs incurred due to wilful damage or breakage of school property or property belonging to a third party where the school has been charged. This will be determined by the Governing Body.

## Remissions And Concessions

**Remissions** means no charge is applied;

**Concessions** means a reduced charge is applied.

Remissions/Concessions of charges will be applied to pupils whose parents are in receipt of the following benefits in respect of board and lodging costs for residential visits and extra-curricular activities:

- Support provided under Part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, provided the Working Tax Credit is not also received and the family's income does not exceed the amount determined for the purposes of Section 7(1)(a) of the Tax Credits Act 2002
- Universal Credit
- State pension Credit where the parent is in receipt of the guarantee credit
- Income related Employment and Support Allowance.

The Head Teacher may choose to subsidise, in full or in part, charges for certain activities and pupils on a case by case basis.

Letters to parents giving information of any such activity will invite parents in receipt of any of the above benefits and/or whose children are entitled to Pupil Premium to make the school aware of the situation so remission can be offered.

The Governing Body may, from time to time, amend the categories of activity for which charges can be made.

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## Monitoring and Review

The Governing Body will review this policy every year, or earlier in response to legislation changes.

This policy has been formally adopted by the governing body.

### VERSION HISTORY

VERSION	DATE	DESCRIPTION
Initially adopted	September 2014	Adapted into Swansfield Park First School
Review	23 September 2015	
Review	14 October 2016	Adapted into Swansfield Park Primary School
Review	4 November 2017	
Review	11 October 2018	
This Review	June 2021	Date updates



Headteachers:  
**Mrs J E Smith**  
 BSc PGCE,  
**Mrs A-M Grimes**  
 BA(Hons) PGCE



### APPROVAL AND AUTHORISATION

	NAME	JOB TITLE	SIGNATURE	DATE
Approved	Jenny Smith	Head Teacher		June 2021
Approved	Angela Jefferies	Chair of Governors		June 2021
	DATE OF NEXT REVIEW		Autumn 2022	

[www.swansfield.northumberland.sch.uk](http://www.swansfield.northumberland.sch.uk)