



Respect

Creation

Fellowship

Wisdom

Hope

ARCHBISHOP BENSON C of E SCHOOL

Charging and Remissions Policy



Chair of Governors

Mandy Hoare



1.0 Introduction

At Archbishop Benson School, we are proud to be a Church of England school rooted in our local community. In keeping with our inclusive vision and values, we are committed to being the school of first choice for all local families providing an excellent education for all our pupils. Our policies and procedures are focused on ensuring that we all enjoy and achieve within a nurturing and enriching school community.

Vision:

With **fun and learning**, **hand in hand**, **all things are possible**.

“I can do **all things** through **Him** who strengthens me. (Philippians 4:13)

Values:

RESPECT **CREATION** **FELLOWSHIP** **WISDOM** **HOPE**

Aims:

To help fulfil this vision the school has the following aims:

- To enable each child to achieve his or her full potential in levels of academic maturity, creativity, spirituality, physical development and independence
- To educate pupils in the principles of the Christian faith, promoting respect for moral values, differing races, religions and ways of life
- To awaken and develop every child's sense of self worth
- To develop respect, commitment and responsibility for others, to equip children to be able to make a positive contribution to the community in which they live
- To provide a wide variety of activities, visits and special events which enrich children's learning

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 the policy and the Head teacher for implementation. Any determinations with respect to individual parents will be considered jointly by the Head teacher and Governing Body.

Publication of Information

A copy of this policy will be available for parents to view on the school website or from the school office. A summary will be included in the school prospectus identifying what charges are or are not to be made and the activities for which a voluntary contribution will be requested.

Charges for Residential Trips

All residential trips will be optional. If the school organises a residential trip in school time or mainly in school time charges will be levied to cover the full charge of board, lodging and transport plus additional costs for specific activities. If parents are experiencing financial difficulties or if their child/children have Pupil Premium Funding, they are invited to write in confidence to the Head teacher to request help in paying for the trip.

Charges will not be increased to cover the costs of those pupils who are unable to pay.
All residential trips will require a non-refundable deposit.

Music Tuition

All children study music as part of the National Curriculum. We do not charge for this. If however individual or small group tuition is provided by peripatetic teachers a charge will be levied via the Cornwall Music Trust and parents are invoiced direct. The only exception is for recorder lessons when Cornwall Music Trust will invoice the school for a group rate and the school will then invoice the parents direct.

Extra Curricular Activities

Most of our extra-curricular clubs are provided by teachers, free of charge. A contribution will sometimes be requested towards ingredients or materials for certain activities. These charges will be identified in advance. Parents who are experiencing financial hardship are invited to write to the Head teacher. Ability to pay will not be a factor when allocating places.

Other extra-curricular clubs that are provided by outside bodies may incur a charge which will be payable direct to the organisation.

Breakfast Club & After School Clubs

The above facilities are provided by third parties and will be chargeable.

Lettings

The school is available to hire. Please see the Lettings Policy for further details. The scale of charges is reviewed bi-annually by the Resource Committee.

Remissions

Any parent who is experiencing financial difficulties is invited to write or speak in confidence to the head teacher. Those in receipt of certain benefits will be entitled to part-funded support. Evidence of benefits will be required.

Voluntary Contributions

Education provided by the school which is part of the national curriculum is free. The exception to this requirement is that the school is able to ask for voluntary contributions from parents to fund activities during school hours which would not otherwise be possible. Some activities for which the school may ask parents for voluntary contributions include:

- Visits to local attraction/museum/theatre
- Outdoor learning activities
- Musical activities (transport costs)
- Sporting activities (transport costs, pool hire)

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. There is no obligation for parents to make any contribution, and no child will be excluded from an activity. If a trip goes ahead, it may include children whose parents have not paid any contribution. No child will be treated differently if their parents are unwilling or unable to pay.

Sometimes the school will part-fund trips in order to make them accessible to all. Funding information is available upon request.

If the school is unable to raise enough voluntary contributions for a trip or visit, then it may be cancelled.

If the school is unable to raise enough voluntary contributions for a music or sporting activity e.g. swimming, then we may need to cancel planned transport and ask for parental support in transporting the children to and from the venue.

Charges for ingredients, materials and equipment

The school will provide any ingredients, materials, equipment needed for the delivery of the curriculum. Parents who are willing to contribute in cash or in kind, will be encouraged to do so on a voluntary basis. The school will charge for or invite parents to supply ingredients, materials and equipment if parents have indicated in advance a wish to own the finished product.

Charges for breakages/damage

The governors have agreed that parents will be asked to pay for any deliberate damage to property or equipment caused by their child.

Policy monitored by	Resources Committee
Date of adoption/last re-adoption	January 2017
Date of review	January 2019 January 2021
Date of next review	January 2023

