

Policy on Charging for School Activities



ADOPTED MARCH 2014

Chair of Governors: _____ Date: _____

Acting Headteacher: _____ Date: _____

Date for Review: _____

GWASANAETH ADDYSG POWYS EDUCATION SERVICE

Knighton Church in Wales Primary School

POLICY ON CHARGES FOR SCHOOL ACTIVITIES

A. INTRODUCTION

Section 457 of the Education Act, 1996, requires the Governing Body of any Council maintained school to adopt a policy on charging and remission arrangements for school activities.

Principal circumstances in which charging is permissible under the Education Act, 1996:-

- a) Board and Lodging on residential visits;
- b) costs associated with individual tuition or tuition in groups of up to 4 pupils in the playing of a musical instrument whether in or out of school hours (unless it is provided as part of the syllabus for a prescribed public examination as required by the National Curriculum);
- c) activities which take place wholly or mainly outside school hours (as defined in Welsh Office Circular 4/89), but which are not provided as part of the syllabus for prescribed public examinations and are not required in order to fulfil statutory duties related to the National Curriculum;
- d) the cost of entering a pupil for a public examination not prescribed in regulations, and for preparing the pupil for such an examination outside school hours;
- e) re-sits of prescribed public examinations when no further preparation has been provided by the school.

B. MAIN PRINCIPLES OF THE GOVERNING BODY'S POLICY

The Governing Body shall levy charges on parents up to the limit specified in the Education Act, 1996, as described in Welsh Office Circular 4/89.

Where charging for activities is not possible under the Education Act, 1996, the school will invite voluntary contributions from parents both for specific activities and for a general school fund in order to support those activities (Education Act, 1996, Section 460). The contribution will be equivalent to the actual costs incurred for transport, entrance fees etc.

Where parents are unable or unwilling to contribute on a voluntary basis to activities taking place wholly or mainly during school hours, then the pupils of those parents will not be prevented from taking part in the activity. It will, however, be necessary for a large percentage of contributions to be made for an activity to take place.

C. REMISSION POLICY

Section 457 (4) of the Education Act, 1996, states that a Remissions Policy shall provide for complete remission of any charges otherwise payable in respect of board and lodging provided for a pupil on a residential trip if:-

- a) the education provided on the trip is education in respect of which, by virtue of Section 451, no charge may be made; and
- b) the pupil's parents are in receipt of:-
 - (i) Income Support;
 - (ii) Working Families' Tax Credits
 - (iii) an Income-Based Job Seeker's Allowance (payable under the Job Seeker's Act, 1995); or
 - (iv) Disability Working Allowance,

in respect of any period wholly or partly comprised in the time spent on the trip.

The costs of the remission of charges under the above arrangements will be met by the school.

There will be no automatic remission of charges for optional activities which take place wholly or mainly outside school hours although the Governing Body will consider individual cases sympathetically and provide up to 40% of the cost further to a meeting with the Acting Headteacher..

D. **ADOPTION AND REVIEW**

This policy was adopted by the Governing Body of Knighton Church in Wales Primary

School on and will be subject to annual review.

It was discussed with staff at a meeting on