



# Stoke Prior First School

## Charging and Remissions Policy

### Statement of intent

Stoke Prior First School is committed to ensuring equal opportunities for all pupils, regardless of financial circumstances, and has established the following policy and procedures to ensure that no child is discriminated against by our offering of school trips, activities and educational extras.

In addition, we are committed to adhering to legal requirements regarding charging for school activities, and meeting all statutory guidance provided by the DfE.

In general, schools may not charge for the education of their pupils. However, the Governing Body recognises the valuable contribution that a wide range of additional activities such as clubs, educational visits etc. can make and in these circumstances charges may be made.

This policy for charging and remission reflects the legislation set out in the 1996 Education Act and is set out below.

The governing body has given the Headteacher the power to use discretion in special circumstances.

### VOLUNTARY CONTRIBUTIONS

The governing body will ask for voluntary contributions for the following activities:

- Educational visits away from school where costs are involved, such as transport and admission charges to museums, theatres and educational centres. \*
- Educational activities at school not provided by the LA, where the school is charged a fee, such as actors, authors, traveling theatres etc. \*
- Cookery, art, craft, science. If parents wish to own the finished product the school may charge for the materials used.

\* There is no obligation to make any contribution and no child will be excluded if parents/carers are unable or unwilling to pay. However if insufficient voluntary contributions are raised to fund a visit then it may be cancelled.

### OPTIONAL EXTRAS

#### 1. Residential Visits

At Stoke Prior a residential visit is offered to Y4 pupils. Charges are made with respect to

- Transport
- Board and lodgings
- Tuition
- Activities

Pupils in receipt of free school meals or pupil premium funding will be exempt from paying the cost of the residential visit:  
(See SCHOOL MEALS section for qualifying criteria).

## 2. After School Clubs

Not all clubs incur a charge but where they do participation will be on the basis of parental willingness to meet the charges subject to any available funding. Children qualifying for Pupil Premium may access clubs free of charge.

## 3. Recorders in Y3 & 4

In this instance the school provides pupils with a recorder, however parents/carers may wish to order a recorder and recommended music book for home practice.

## 4. Curriculum music tuition in Year 4

In this instance the school meets the cost of instrument hire and lessons. Parents/carers are requested to sign a consent form.

## VIOLIN TUITION

Charges may be made for instrumental tuition during and after school hours. Tuition is provided to individual children or as part of a small group of up to 4 children receiving lessons with one of the County's specialist teachers.

Leasing charges can only be made for instruments, sheet music etc., in respect of music tuition for which charges may be made.

Pupils in care or receipt of Pupil Premium are entitled to free tuition.

## SCHOOL MEALS

The school offers a hot meals service for those families who require it. Meals are provided by Cupcakes Catering. The cost to parents is the same as the cost to the school, currently £2.30 per meal.

## FREE SCHOOL MEALS

Free school meals are available to pupils whose parents are in receipt of one of the following:

Your child may be able to get free school meals if you get any of the following:

- 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)

Children who get paid these benefits directly, instead of through a parent or guardian, can also get free school meals.

Your child may also get free school meals if you get any of these benefits and your child is both:

- younger than the compulsory age for starting school
- in full-time education

Forms and details are obtainable from the Council's website [www.worcestershire.gov.uk](http://www.worcestershire.gov.uk) and the school office.

If your child attends a state school, and you get one or more of the following you can get free school meals:

- Universal Credit, and your annual household income is £7,400 per annum (£616 per month) or less after tax, and not including any benefits.
- Income Support
- Income-based Jobseekers Allowance
- Support under part 6 of the Immigration and Asylum Act, 1999
- Child Tax Credit, provided you are not also entitled to Working Tax Credit and your annual income is less than £16,190, as assessed by HMRC
- Guaranteed Pension Credit
- Income-based Employment and Support Allowance
- Working Tax Credit run-on paid for 4 weeks after you stop qualifying for Working Tax Credit

### UNIVERSAL INFANT FREE SCHOOL MEALS

UIFSM are provided for all pupils up to the end of Year 2

### MILK

There is no requirement for milk to be provided in schools. At Stoke Prior First School we operate a European Community Scheme providing free milk for the under 5's and subsidised milk for older pupils. Milk is ordered and paid for one half term in advance. Children who are eligible to free meals may also receive free milk.

## NATIONAL FRUIT SCHEME

All children in Years R, 1 and 2 receive a piece of fruit at morning break free of charge.

## SCHOOL UNIFORM

A payment of £25 is available for new children starting Reception Class and children transferring from other schools in all year groups during the school year. Payments can be claimed at the start of each new academic year. To qualify for this payment your child must be in receipt of free school meals or Pupil Premium.

I don't believe we've done this, but that doesn't mean we can't introduce it. We would just need to work out how payment is made. My other query is that a lot of parents don't apply for PP until their child is at school, so they wouldn't necessarily be on the list when they start, so could we put a line that says 'and for children already in school but who are newly qualified to receive Pupil Premium'?

## SCHOOL PROPERTY: DAMAGE/LOSSES

The Governors reserve the right to ask parents to contribute towards the cost of replacing school property lost or damaged as a result of their child's behaviour, eg books lost, torn or defaced or any school property deliberately abused.

## Refunds

In the event that the decision is made to postpone a visit due to foreseen circumstances, it is at the Headteacher's discretion as to what happens with the parental contributions for the trip.

The school will deal with cancellations and refunds on a case-by-case basis, ensuring that all pupils and their families are treated equally.

PERSON(S) RESPONSIBLE:	A.Paisley
DATE POLICY AGREED:	April 2024
TO BE REVIEWED BY:	April 2027
DISTRIBUTION:	Staff / Governors / Website