

STANNINGTON INFANT SCHOOL

Policy for Charging and Remission

Last review date January 2021





Stannington Infant School Policy for Charging and Remission

Stannington Infant School Vision

- ☉ To encourage a caring and positive attitude amongst the children towards all others and their environment.
- ☉ To provide a challenging, creative and rich curriculum which will develop curiosity, confidence and independence.
- ☉ To provide an inclusive, safe, secure, healthy and happy environment.

Bodies may choose to charge for certain defined activities.

Charging is permissible for the following areas of activity:

1. Board and lodging on residential visits
2. Costs associated with individual music tuition
3. Activities which take place wholly or mainly outside school hours
4. Costs of entering public examinations
5. Re-sits of public examinations

Only charging for music tuition applies to Stannington Infant School.

The Governing Board recognise the valuable contribution made by additional activities towards pupils' personal and social education. The Governing Board aims to promote and provide such activities as part of a broad and balanced curriculum for the pupils of the school and, therefore, intends to ask parents to make "voluntary contributions" towards activities which take part wholly or partly within school hours.

Music Tuition

Although the law states that all education provided during school hours must be free, music lessons are an exception to this rule.

The Education and Inspections Act 2006 introduced a regulation-making power which allowed the Department for Children, Schools and Families to specify circumstances where charging can be made for music tuition. The new Regulations, which came into force in September 2007, provide pupils with greater access to vocal and instrumental tuition.

Charges may now be made for teaching either an individual pupil or groups of any appropriate size (provided that the size of the group is based on sound pedagogical principles) to play a musical instrument or to sing. Charges may only be made if the teaching is not an essential part of either the National Curriculum or a public examination syllabus being followed by the pupil(s), or the first access to the Key Stage 2 Instrumental and Vocal Tuition Programme (Wider Opportunities).

Voluntary Contributions

Schools and Trusts may at all times seek “voluntary contributions” for the benefit of the school generally, or in support of any activity organised by the school, whether during or outside school hours.

All contributions must be genuinely voluntary.

Requests for contributions must make it clear:

- that there is no obligation to contribute
- that pupils will not be treated differently according to whether or not their parents have made any contribution in response to the request.

If the activity cannot be funded without voluntary contributions, the Head Teacher will make this clear to parents at the outset.

Letters to indicate the amount required if the activity is to take place:

- emphasise no obligation to contribute
- emphasise no pupil will be excluded from the activity because their parents are unwilling, or unable, to contribute
- can make clear the activity would not take place if parents were reluctant to support it.

Remission Policy

There may be cases of family hardship which make it difficult for pupils to take part in particular activities for which a voluntary contribution is requested.

Parents or carers should apply in confidence to the Head Teacher, not the class teacher. Pupil Premium or School Fund would then be used to fully or partly subsidise that child’s proportion of the voluntary contribution requested.

It is anticipated this would mostly apply to parents on Income Support.

Materials and Equipment Charges

Charges may not be made for books, equipment etc., for use during school hours. However, Governors may charge for ingredients and materials, or require them to be provided, if the parents have indicated in advance they wish to own the finished product.

In reality, this is unlikely to happen at this school. Food Technology ingredients are usually provided by school and the resultant product consumed in school.

Breakages or Damage to School Premises/Equipment.

School may ask parents or carers to pay for damage to school property or equipment, where this is the result of the pupil’s behaviour.


The school booklet/prospectus contains a brief summary of school policy on Charging and Remission and states that the full Governors policy document is available on request.

STANNINGTON INFANT SCHOOL POLICY FOR CHARGING AND REMISSION

O: POLICIES

Appendix 1 Sample letters to parents requesting voluntary contribution

Appendix 1 SAMPLE LETTER

<p>Stannington Infant School Stannington Road Sheffield S6 6AN Telephone 0114 2344401 Fax 0114 2334727 <u>Email</u>: enquiries@stannington.sheffield.sch.uk <u>Website</u>: www.stanningtoninfants.co.uk Head Teacher: Mrs Sarah Binns Deputy Head Teacher: Mrs Elizabeth Harris Chair of Governors: Mrs Elizabeth <u>Tunnard</u></p>	
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------

Dear Parents/Carers

In school this term our topic theme is 'Sheffield'. As part of our Science and History we are taking the Y1 classes to Kelham Island for a Steel City Workshop on **Tuesday 4th February 2020**. Using storytelling, object handling and exploration, children will learn about Sheffield's industrial history. They will discover how steel is made and have a go at making a spoon of their own. They will learn about Harry Brearley and his discovery of stainless steel and about heavy industries through imaginative exploration of the larger objects in the museum.

We will be travelling by coach. Your child will need a packed lunch – please complete your choice on the reply slip. **Please can we ask that if children bring a packed lunch from home that it does not contain any nut products.** Education guidance to schools informs us that we can only ask for voluntary contributions for visits made during the school day. As you can appreciate, Stannington Infants values the first-hand experience which visits provide and as such we rely on your contributions to enable these visits.

To enable the visit to Kelham Island to go ahead we need each child to contribute **£13.00**. This breaks down as **£8.80** for the workshop and **£4.20** for the coach. School is subsidising the cost of the visit. Should we not achieve the amount needed we will unfortunately have to cancel this trip and continue our topic in class. If contributing causes any difficulties please see Mrs. Binns. Please make payment via Parentmail and return the slip by **Wednesday 29th January**.

We will need 6 adults (3 from each class) to help us on the visit. If you are able to help please indicate on the reply slip. We thank you in advance for your support which enables us to fund these valuable educational visits.

Yours sincerely
Paula Green, Joanne Everitt, Sarah Gore, Shannon Travis

KELHAM ISLAND REPLY SLIP

I give permission for my child _____ in class _____ to visit Kelham Island on the 4th February.

I have paid £_____ via Parentmail as a voluntary contribution.

I am able/unable to help on the trip – please delete as appropriate.

Signed _____ Parent/Guardian

PACKED LUNCH

I would like my child to have a school packed lunch

My choice of sandwich is: Tuna Ham Cheese - please delete as appropriate

I will be providing my child with a home packed lunch



STANNINGTON INFANT SCHOOL POLICY FOR CHARGING AND REMISSION

O: POLICIES

STANNINGTON INFANT SCHOOL POLICY FOR CHARGING AND REMISSION

O: POLICIES