



Broadfield Primary School
Charging and Remissions Policy

Approved Date: 19th October 2023
Approved By: Full Governing Body
Review Date: October 2024

Broadfield Primary School Values and Visions

Whilst at Broadfield we will work hard to demonstrate the values of:

Belief
Respect
Our community
Aspiration
Diversity
Friendship
Inclusion
Equality
Learning
Determination

In line with our mission statement: **‘Together we can achieve’**

Rationale

The Governors recognise that education provided by the school for its registered pupils should be free of charge if it takes place wholly or mainly during school hours.

At Broadfield we recognise the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils’ education.

We believe that all our pupils should have an equal opportunity to benefit from school activities and visits (curricular and extra-curricular) independent of their parents’/carers’ financial means.

This policy sets out how we will ensure a good range of visits and activities are offered and, at the same time, try to minimise the financial barriers which may prevent some pupils taking full advantage of the opportunities.

The following definitions will be applied throughout this Policy:

Charge – a fee payable for specifically defined activities

Remission – the removal of a charge, in full or in part, which would usually be payable.

No Charges will be made for

Education provided during school hours (including the supply of materials)

Tuition for learning to play a musical instrument if the tuition is required as part of the National Curriculum

Swimming lessons or transport to the swimming pool

After school 'boosters'

After school clubs if delivered on the school premises by school staff

1-1 Tuition

The school will charge for the following activities:

Breakfast Club: £1 per child per day (when the child has not been directed to attend by a member of SLT)

Trips: The cost of each trip will be determined by entrance fees, transport costs, insurance, accommodation etc and will be set at 50% of the cost for academic year 2023-2024

For regular activities, the charges for each activity will be determined by the governing board and reviewed in July each year when the policy is reviewed. Parents will be informed of the charges for the coming year in September each year.

Subsidies for trips

Broadfield is committed to using its Pupil Premium budget to heavily subsidise school trips for all pupils as set out in the Broadfield Pupil Premium Strategy.

Broadfield aims to provide heavily subsidised trips relating to the curriculum, including some which are fully funded such as orchestra visits trip for each child in each school year however, parents and carers may, from time to time be asked for a voluntary contribution.

The cost per trip will be reviewed in advance and Broadfield will be mindful of families with multiple children attending the school and so may ask for a donation per family to reduce the overall cost to families.

Certain trips that are provided for the entertainment of the children such as trips to theme parks will be additionally funded by the children's fundraising activities throughout the year.

Remissions / Additional help with charges for school trips

The governing body has agreed that some activities and visits where charges can be legally made will be offered at no charge or a further subsidised rate to parents/carers in particular circumstances. This will be at the discretion of the Head teacher.

Residential Trips

The school undertakes optional residential trips for which parents/carers will be asked for a voluntary contribution towards the cost of the outside provider. This will be for board and lodging and the charge will not exceed the actual cost. Broadfield is committed to heavily subsidising residential trips for all pupil as set out in the Pupil Premium Strategy,

Voluntary Contributions

Broadfield will make it clear to parents when an activity cannot be fully funded by the school without voluntary contributions.

No child will be excluded from an activity based on the response to a voluntary contribution request.

The school will review the level of voluntary funding given by parents, plus review the level of subsidy available from the school budget. If there are insufficient funds overall, then the trip may be cancelled.

Breakages Vandalism and Damage

The Governors may ask parents to pay for damage to school property or equipment where this is a result of a pupils' behaviour, for example damaged reading books. The charge will be decided by the Head teacher and will be a donation towards the replacement or repair of the item.

Non Uniform Days

These are voluntary, optional events. Children can continue to wear their normal uniform if they wish or attend in non-uniform without a financial contribution.

Remissions

In some circumstances, the school may not charge for items or activities set out in this policy. This will be at the discretion of the governing board or Headteacher and will depend on the activity in question.

Remissions for breakfast club

Parents who can prove they are in receipt of any of the following benefits will be exempt from paying for breakfast club;

- 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)