

GOVERNING BODY'S POLICY STATEMENT : CHARGES FOR SCHOOL ACTIVITIES

CHARGES AND REMISSIONS POLICY FOR SCHOOL ACTIVITIES

General Principles

The Education Reform Act (1988) requires the school governing body to publish for all parents its policy regarding charges for school activities. Broadly, the Act distinguishes between those school activities for which a charge may be made and those for which the school cannot charge.

1. The School may not charge for educational activities that take place wholly or mainly during school hours, or at any time, if the activity leads to a public examination, or is a part of the national curriculum including Religious Education. The school may charge however for some activities. These include board and lodging on residential courses, some fees connected with Public Examinations, individual music tuition and materials for some CDT and HE lessons if a parent wishes to possess the finished article. (eg food dish, individual project made from various materials).
2. The school may charge for a range of activities if they take place wholly or mainly outside of the school day.

Voluntary Contributions

In any circumstances (ie 1 and 2) the Act still enables schools to invite parents' voluntary contributions for curricular and extra-curricular activities, which enrich and extend its basic curriculum and it is the Governors' policy to do so for all such activities. In these circumstances the contribution will be genuinely voluntary and no pupil will be treated differently if parents either do not wish or are unable to pay towards the cost of an activity.

Clearly, however, if voluntary contributions in general fall short of the cost of the proposed activity, the school may find it necessary, if it is not able to meet the subsidy from other sources, to cancel the proposed activity.

When school activities are arranged and a voluntary contribution invited, parents will receive a letter in advance of the activity setting out clearly its overall purpose and the arrangements for voluntary contribution.

Financial Support

If the child(ren) or parent(s) are in receipt of the following benefits then a financial contribution towards the cost of the activity from THS will be available up to a maximum value of £30:

- In receipt of Free School Meals
- Income Support
- income-based Jobseeker's Allowance
- an income-related employment and support allowance
- support under Part VI of the Immigration and Asylum Act 1999
- Child Tax Credit (provided they are not entitled to Working Tax Credit) and have an annual income that does not exceed £16,190 as assessed by Her Majesty's Revenue and Customs*
- the Guarantee element of State Pension Credit

A similar entitlement applies where the trip takes place outside of school hours but it is necessary as part of the National Curriculum, forms part of the syllabus for a prescribed examination that the school is preparing the pupil to sit, or the syllabus for religious education

Instrumental Music Lessons

A charge may be made for instrumental music tuition for up to and including four pupils, unless the tuition forms part of the syllabus for a prescribed public examination (e.g. GCSE), that the school is preparing the child to sit, or is part of the National Curriculum or the syllabus for religious education, in which case a charge is not permissible.

Public Examinations

No charges may be made for entering pupils for public examinations that are set out in regulations. However, an examination entry fee may be charged to parents if:

- the examination is on the set list, but the pupil was not prepared for it at the school.
- the examination is not on the set list, but the school arranges for the pupil to take it.
- a pupil fails without good reason to complete the requirements of any public examination where the governing body or LA originally paid or agreed to pay the entry fee.

Charges may not be made for any cost associated with preparing a pupil for an examination. However, charging is allowed for tuition and other costs if a pupil is prepared outside school hours for an examination that is not set out in regulations.