



## **Charging and remissions policy including music tuition**

### **Introduction**

The Governing Body recognises that a wide variety of additional activities can make a valuable contribution to children's personal, cultural, and social development. We aim to promote and provide such activities including; visiting professionals such as authors, artists, theatrical or musical groups, clubs, school trips, residential visits, and instrumental tuition, both as part of a broad and balanced curriculum for the children in our school and as additional optional enrichment experiences.

This policy sets out the School's approach to funding these activities, including when charges and voluntary contributions will be sought, and how to apply for charges to be waived in cases of hardship. This policy is informed by the Department for Education guidance document "Charging for school activities Departmental advice for governing bodies, school leaders, school staff and local authorities" (May 2018).

### **Day trips - during school hours**

- The school arranges occasional day trips and will invite voluntary contributions from parents/carers to meet the costs involved.
- Pupils will not be treated any differently according to whether or not their parents have made any such contribution but the governors reserve the right to cancel an arranged trip should there be insufficient financial support.

### **Enrichment activities - during school hours**

- The school will arrange visits by specialists from time to time to support the curriculum. Examples include musicians, artists, poets, authors, actors and performers, historians and people with particular knowledge or expertise.
- Parents may be asked for a voluntary contribution towards the cost of these opportunities.
- Pupils will not be treated differently according to whether or not their parents/carers have made any such contribution but governors reserve the right to cancel the event if there is insufficient financial support.

### **Residential visits**

- The school plans to continue to organise residential visits for older children in KS2.
- The Governing Body reserves the right to make a charge for the board and lodging element of this activity and to request such further contributions from parents as may be necessary to cover the cost of travel, entrance fees and all other associated costs. Charges will not exceed the cost of board and lodging per child.
- Pupils will not be treated differently according to whether or not their parents/carers have contributed the voluntary element, but the governors reserve the right to cancel an arranged activity should there be insufficient financial support.

### **Activities - outside school hours**

- The Governing Body reserves the right to make charges to cover the cost of each child participating in such activities, where these activities are optional, and not part of the national curriculum.
- Such activities include Breakfast Club and After-School Club provision.

### **Music - Instrumental Tuition**

- From Year Three, instrumental tuition is available to all pupils, usually using peripatetic music teachers from Bath and North East Somerset's music service.
- These teachers will work to the code of practice contained in the Music Service School Handbook
- Peripatetic music teachers will provide a written report of pupils' progress at the end of each academic year.
- **Payment for music tuition will be direct to the BANES Music Service and will be according to their terms and conditions.**

### **Voluntary Contributions**

- The Governing Body may from time to time and at their discretion, amend the categories of activity for which a charge may be made. Nothing in this policy precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of providing education for children in the school.

### **Remission of charges**

- When the school informs parents about a forthcoming residential visit, we will make it clear that parents who can prove they are in receipt of the following benefits (e.g. their child is currently registered for free school meals - see below) will be exempt from paying the cost of board and lodging:
  - Universal Credit in prescribed circumstances;
  - Income Support (IS);

- Income Based Jobseekers Allowance (IBJSA);
  - Support under part VI of the Immigration and Asylum Act 1999;
  - Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed £16,190 (financial year 2013/14);
  - The guarantee element of State Pension Credit;
  - an income related employment and support allowance that was introduced on 27 October 2008.
- There may be other situations of family hardship which make it difficult for children to take part in a particular activity when a charge is made. The Governing Body has discretion to remit such a charge in part or in full depending upon the circumstances.
  - Parents/carers should apply for remission of charges in confidence to the Headteacher, who will make a decision jointly with the Chair of Governors.
  - The term "parents/carers" includes any adult, whether the child's natural parents or not, who have legal custody of the child.
  - In the event of dispute, this policy is subject to the guidelines of the Local Authority (B&NES) given under the provisions of the Education Reform Act 1988.

#### Notes

- Eligibility for free school meals changes over time; please see <http://www.bathnes.gov.uk/services/schools-colleges-and-learning/school-meals-and-catering/free-school-meals> for current details. The school will periodically circulate the current criteria.

If you require this policy in a different format, e.g. large print, Braille, audio tape, or in another home language, please contact the school office.