



# Barrow CEVC Primary School

Inspire, Create, Discover, Together

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## Charging and Remission Policy

Originated by:	Viv Hughes
Reviewed by:	Anne Martin
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## 1. Introduction

The Governing Body recognises the valuable contribution that the wide range of activities, including clubs, and trips can make towards a pupils' personal and social education.

The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

### **Rationale of this policy is to:**

- Request parent contributions to enable pupils to engage in activities not funded by the school budget
- Request parent contributions towards the provision of school facilities i.e. swimming pool
- Enable charges to be waived for pupils in receipt of Pupil Premium funding or at the discretion of the Headteacher/Governing Body
- Charge for private hire of school facilities
- Charge for purchase or hire of school property
- Charge for damage/loss of school property

## 2. Charges

The Governing Body reserves the right to make a charge in the following circumstances for activities organised by the school.

### 2.1 School Journeys in School Hours

The board and lodging element of residential activities deemed to take place within school hours except for those pupils whose parents can prove they are in receipt of the following benefits:

- Income Support (IS)
- Income Based Jobseekers Allowance
- Income-related Employment and Support Allowance
- 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 does not exceed £16,190
- the guarantee element of State Pension Credit; and
- an income related employment and support allowance
- 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)

### 2.2 Activities outside School Hours

The full cost to each pupil of activities deemed to be optional extras taking place outside school hours such as Barrow Extra (breakfast and afterschool club), theatre trips and school discos.

### **2.3 Materials & Equipment**

The cost of purchase or hire of instruments, materials, equipment or clothing for activities, which take place outside school hours and which are purely voluntary and optional. (It remains the parent's responsibility to supply school uniform including P.E.Kit). The Governing Body may charge for materials or require them to be provided if parents have indicated in advance that they wish to own any finished product produced in school e.g. Design Technology Products.

### **2.4 Swimming Pool/Hall**

The cost to privately hire the school swimming pool and hall as detailed in the school lettings policy.

### **2.5 General**

The cost of repairing damage and replacing equipment (lost, defaced or damaged) remains the responsibility of the parents when this damage or loss is the result of their child's behaviour or negligence.

The Governing Body may from time to time, amend the categories of activity for which a charge may be made.

Nothing in this policy statement precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of providing education for pupils.

## **3. Remissions**

The Governing Body may from time to time decide to remit all or part of the cost of activities involving particular pupils, including those who qualify for Pupil Premium funding. This will be at the Governors' discretion. In other circumstances, there may be cases of family hardship, which make it difficult for pupils to take part in particular activities for which a charge is made. When arranging a chargeable activity, the Governing Body will invite parents to apply in confidence for the remission of charges in part or in full. Authorisation of remission will be made by the Headteacher or Deputy Headteacher on behalf of the Governors. All parents, however, will have the right of appeal to the Governing Body, normally represented by the Chairman or Vice-Chairman of Governors.

## **4. Policy Review Cycle**

This policy will be reviewed on a biennial basis.

## EQUALITY IMPACT ASSESSMENT

<b>Part A :- SCREENING EIA</b>							
<b>General Information</b>							
1. Title of the policy or practice being assessed:							
<b>Charging and Remission Policy</b>							
2. Aim(s) of the policy or practice being assessed:							
To define chargeable activities and identify prospective pupils who qualify for financial help to provide access to all.							
3. Type of policy or practice being assessed:							
<b>Existing</b>				Proposed			
√							
4. Name of person responsible:							
For the policy or practice				For completing this EIA			
Anne Martin				Anne Martin			
5. Which members of our school community are affected/likely to be affected by the policy or practice?							
Pupils	Staff	Parents and carers	Governors	School volunteers	Visitors to the school	Other –	
√		√				√	
6. Does or could this policy have a negative impact on any of the following?							
Age	Disability	Gender	Gender identity	Pregnancy or maternity	Race	Religion or belief	Sexual orientation
No	No	No	No	No	No	No	No
<b><i>Undertake a full EIA if any answer is 'yes' or 'not sure'.</i></b>							
7. Does or could this policy help promote equality for any of the following?							
Age	Disability	Gender	Gender identity	Pregnancy or maternity	Race	Religion or belief	Sexual orientation
Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b><i>Undertake a full EIA if any answer is 'no' or 'not sure'.</i></b>							
<b><i>Any adverse impacts are explored in Part B :- the Full Impact Assessment below.</i></b>							

