

# *The Ryde School*

## *Charging and Remissions Policy*



Reviewed: February 2019  
Next Review: February 2020

## Charging and Remissions Policy

### **Introduction**

At The Ryde School we do not charge for most of our school-time activities. However, we do make appropriate charges or request a voluntary contribution from parent/ carers, which, we believe, enables the provision of a wider range of enrichment activities.

At The Ryde School we endeavour to ensure that no pupil will be left out of an activity because their parent/carers are unable to make a contribution.

There is no limit on the level of voluntary contribution which parent/carers can make to school activities, nor is any restriction placed upon the use of such a contribution.

This policy sets out how the school will provide a good range of visits, visitors and activities, when there is no charge and when charges will be remitted.

### **Occasions when charges may not be made:**

- education provided during school hours (including the supply of any materials, books, instruments or other equipment);
- education provided outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education;
- tuition for pupils learning to play musical instruments if the tuition is required as an essential part of the National Curriculum.
- entry for a prescribed public examination, if the pupil has been prepared for it at the school;
- education provided on any trip that takes place during school hours;
- education provided on any trip that takes place outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of the schools basic curriculum for religious education;
- Supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip;
- transporting registered pupils to or from the school premises, where the local education authority has a statutory obligation to provide transport;
- transporting registered pupils to other premises where the governing body or local education authority has arranged for pupils to be educated;
- transport provided in connection with an educational trip

## **Occasions when charges may be made**

- Board and lodging on residential visits.
- Costs associated with individual tuition in playing a musical instrument whether in or out of school hours, unless it is provided as part of the syllabus for a prescribed public examination or is required by the National Curriculum.
- The cost in cash or in kind of ingredients and materials needed for some practical subjects such as cooking and craft, design and technology, if parent/carers have indicated in advance a wish to own the finished product.
- We may charge where it enables enrichment of non-statutory extra-curricular provision wholly or partly in school time. (Participation in any such activities to be on the basis of parental/carers choice and a willingness to meet such charges as are made.)
- We may ask for a voluntary contribution for activities wholly or partly in school time which otherwise would be prohibited by cost. (Participation in any such activities to be on the basis of parental/carers choice and a willingness to meet such charges as are made.)

## **Residential visits**

If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education element. However, parent/carers are obliged to at least pay for the residential expenses of such trips, and we also ask parent/carers to contribute to the full cost of the travel and activity expenses as these are beyond the scope of our main school budget.

A savings scheme will operate to allow parent/carers to spread the cost of such trips over a longer period of time.

## **Voluntary contributions**

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parent/carers to contribute to the cost. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may have to cancel a trip. If a trip goes ahead, it may include children whose parent/carers have not paid any contribution. We do not treat these children differently from any others.

If a parent/carer wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity.

### **The Remissions Policy**

- The charge for the board and lodging costs of a residential visit, where the education on that visit must otherwise be provided free, will be remitted in the case of pupils whose parent/carers or guardians are in receipt of:

- Income Support
- Income-based Jobseeker's Allowance
- Working Families' Tax Credit
- Disabled Person's Tax Credit

For example, if the activity takes place wholly or mainly in school hours, and/or is provided as part of the syllabus for a prescribed public examination, or is required in order to fulfil statutory duties relating to the National Curriculum or to religious education.

- Those children in receipt of the Pupil Premium will have half of all costs paid for school trips, enrichment activities and any materials for extra-curricular projects.
- Hertfordshire County Council operates a remission policy in relation to individual tuition in playing a musical instrument. Details of the current scheme are available from the Hertfordshire Music Service.