

Charging and Remissions Policy at Hadrian School

Introduction

This policy statement has been drawn up by the Governing Body of Hadrian School in accordance with the Department for Education Charging for School Activities Guidance October 2014.(Updated May 2018 Government Policy).

Purpose

The purpose of this policy is to ensure that, during the school day, all children have full and free access to a broad and balanced curriculum.

The school day is defined as 9.00am – 3:15pm.

The policy has been informed by sections 449-462 of The Education Act 1996 which sets out the law on charging for school activities in schools maintained by the LA and the guidance document regarding music tuition charges. (The Charges for Music Tuition (England) Regulations 2007), which compliments the information given in chapter 23 of 'A Guide to the Law for School Governors'.

Responsibilities

The Head Teacher will ensure that staff are familiar with and correctly apply the policy.

The policy will be reviewed on an annual basis by the Governing Body.

Policy Statement

The children at Hadrian School access a wide range of opportunities within a broad and balanced curriculum both in and out of the school day. Hadrian School heavily subsidises activities in and out of school to avoid where possible, charges to parents/carers. Hadrian School has elements of funding that subsidises around 90% of all activities so there is a minimal cost to families.

There are a high proportion of families who are classed as deprived at Hadrian School and a lot of families on low incomes or benefits. These families may not be able to afford to meet any charges that the school could impose or to make voluntary contributions. The school would still ask these families for voluntary contributions but would not exclude any children from activities if no contribution is forthcoming. Any appropriate charges that the school were entitled to make under Department for Education Guidance to these families would not result in their child being excluded from accessing additional opportunities. The school currently (Jan 26) has 66.6% of children entitled to free school meals.

Over the 25 years the school has been open, a number of mechanisms have been put in place to ensure all children have access not only to a broad and balanced curriculum but additional opportunities on top of statutory requirements.

The Funding Streams that Hadrian School access include:

The Friends of Hadrian School – a charity set up solely to support the children of Hadrian School. The charity supports major projects in school, e.g. fundraising for capital projects, minibuses, as well as providing support for theatre visits, transport costs, community experiences and residential visits.

Hadrian School Fund – monies are accessible through fundraising initiatives to subsidise school trips, out of school experiences, Christmas gifts, school equipment and class resources.

Hadrian School is also able to access funding from **Hadrian Education and Development Services (HEADS)** who provide support and help to subsidise the following activities in school:

- After School Clubs/ Lunchtime Clubs/ Saturday Clubs
- Residential trips
- School trips during the school day
- Equipment/Curriculum Resources for classes
- Community Coaches in school
- Music performances
- Theatre projects
- Class resources
- Training for staff/parents

HEADS is a Private Limited Company that operates to support the extended opportunities for the children and the families of Hadrian School.

Hadrian School may ask for a voluntary contribution towards some of the activities that HEADS support but if no contribution is received the shortfall will be made up by HEADS and no child will ever be excluded from participating in the activities.

Charges and Remissions

Hadrian School will not ask for a contribution towards:

- Educational opportunities that take place outside of school hours if it's part of our curriculum or part of religious education
- Instrumental or vocal tuition, for pupils learning individually or in a group, unless the tuition is provided at the request of the parent
- Supply Teachers to cover those teachers who are absent from school accompanying pupils on a residential visit.

The school is entitled to charge for Residential opportunities outside of school hours, but will only charge for boarding and lodgings that will not exceed the actual cost. Any shortfall in funds will be subsidised by Hadrian Education and Development Services.

Families will be exempt from paying boarding and lodgings for residential visits if they can prove they are in receipt of:

- Universal Credit in prescribed circumstances
- Income Support
- Income Based Job Seekers 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
- An income related employment and support allowance that was introduced on 27th October 2008

Hadrian School receives Pupil Premium Allowance for children in school. The funding is provided to raise the attainment of eligible pupils and narrow the attainment gap between eligible pupils and their peers.

The Head Teacher and the School Governing Body will agree how these funds are allocated to the eligible pupils.

Voluntary Contributions

Hadrian School will not exclude any child from taking part in any aspects of our curriculum purely on the ground that the parent/carers cannot make, or refuses to make, a voluntary contribution.

Transport

All transport provided by the school during school hours will be free of charge.

Confirmation that the Charging and Remissions Policy in respect of Hadrian School has been discussed by the Governing Body:

Signed by:

Chair of Governors: _____ Date: _____

Head Teacher: _____ Date: _____

Agreed at the Governing Body Meeting on: _____

Minute Reference: _____