

# The Prince of Wales School



## CHARGING & REMISSIONS POLICY

December 2016

The governors are committed to the provision of a wide range of activities which involve extra costs to the school which cannot always be sustained by the delegated budget. Such activities include day trips and residential trips for educational purposes and visitors, such as musicians or theatre groups. Extra costs include transport, entry fees, etc.

### Charging Policy

The school may charge for extra-curricular clubs, individual music tuition and the board and lodging element of residential trips.

The school may not charge for the educational element of trips and visits to school, nor for the transport for trips, but may request voluntary parental contributions for such events and activities taking place during the school day, stressing that non-contribution will not result in individual children being excluded from the activity.

The school budget will be used to manage voluntary contributions and charges. **It is accepted that some activities may run at a slight loss. Where there is a remission of fees the costs incurred will be met by the school budget, and not by other parents.**

### Remissions Policy

The school's Single Equality Policy states that a commitment to Equal Opportunities should permeate the whole curriculum and find expression in all aspects of school life. The Policy also recognises the link between disadvantage and achievement. The governors' aim is to find a way to ensure that all children can benefit from every opportunity offered at the school.

In accordance with statutory provision, remission of fees for the board and lodging element of residential trips must be offered to parents in receipt of the following benefit (this is the same criterion as would give entitlement to Free School Meals:

- Income Support;
- Income Based Job Seekers Allowance;
- Support under part vi of the Immigration and Asylum Act 1999;
- Child Tax Credit, where the parent is NOT entitled to Working Families Tax Credit and whose annual income (as assessed by The Inland Revenue) does not exceed the current Government guidelines.

**In addition, a discretionary remission of fees for the board and lodging element of residential trips, extra-curricular clubs and individual music lessons may be offered to parents in cases of hardship. Any applications from parents will be assessed by the Head of School on an individual basis.** This discretion will be exercised having regard to the school's Single Equality Policy.

The Head of School is empowered to use discretion to use the school's Pupil Premium funds to support children entitled to free school meals. This is in order to provide equality of opportunity for all our pupils.

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This might cover some or all of the costs of:

- participation in music tuition.
- school uniform
- attendance at breakfast and after school clubs
- residential experiences in Years 3 and 4
- other costs associated with opportunities provided for children at the school as determined by the head teacher.

The governors also give the Head of School discretion to provide items of school uniform to parents whose children may have special needs that require them to have additional uniform.

The Head of School's discretionary decision will be final.