

Charging & Remissions Policy



Reviewed and Approved by:	Governing Body	
Date Adopted:	November 2024	
Date for next Review:	November 2025	
Signed by:	Chair of Governors	Headteacher
Signed:	<i>Kirsty Bull</i>	<i>Jo Hall</i>
Date:	November 2024	November 2024

The school's charging and remissions policy reflects section 457 Education Act (1996) which introduced new provisions on charging and remissions for school activities. The purposes of the provisions are:

- To maintain the right to a free school education;
- To ensure that activities offered as part of the National Curriculum and wholly within school time will be available to all pupils, regardless of their parent's ability or willingness to help meet the cost;
- To give Local Authorities and schools the discretion to charge for optional activities provided wholly or mainly out of school hours;
- To confirm that schools may invite voluntary contributions for the benefit of the school or in support of any activity organised by the school, either inside or outside school hours. Education provided by Saltergate Schools is free of charge if it takes place wholly or mainly during school hours (school hours being those hours when a school is in session and not including break or the middle part of the day). However, the schools reserve the right to seek voluntary contributions for the benefit of the children or in support of any school activity, whether during or outside school hours, residential or non-residential.

VOLUNTARY CONTRIBUTIONS

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary.

If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it will include children whose parents have not paid any contribution. However, the contributions made by parents are never used to subsidise the cost of other children. We do not treat these children differently from any others. If a parent wishes their child to take part in a school trip or event but is unwilling or unable to make a voluntary contribution, we enable the child to participate fully in the trip or activity. Any sustainable shortfall will be funded from the school budget.

Parents have a right to know how each trip is funded. The school provides this information on request.

Currently all after school clubs are free of charge to parents, this ensures that all children have the equal opportunity to participate.

If parents have a previous debt with the school, the school must take its responsibility seriously and not allow further debt to accrue. Parents will be given the opportunity to pay off a percentage (manageable amount) from their previous debt.

Saltergate Infant School Charging Policy for Discovery Learning - additional hours provision

The parent has the choice regarding the provider with whom they would like to take their free entitlement. This policy is designed to provide parents with a full understanding of charges made.

Snack/milk is free at the point of delivery

Parents may send their children with a packed lunch if staying all day

Additional sessions will be charged for, where the free entitlement has been taken and extra sessions are required.

Bills are put on Parent Pay for parents to access. Parents should pay by Parent Pay. Voucher schemes and tax-free childcare are also accepted forms of payment.

Payment terms

Payment should be made within the month of the provision. Regular reminders will be sent. Sessions cannot continue if payment is not made following the reminder (arranged on an individual basis.) Each session will be charged whether a child attends or not, unless DL must close in which case, payment is not expected.