

Dame Ellen Pinsent School Charging & Remission Policy



Where children develop independence and confidence; learning through curiosity, play and enquiring.

Current Review	November 2019	D Fountain
Ratified by Governors :	November 2018	
To be Reviewed	January 2023	D Fountain

Charging and Remission Policy

The Governing Body of Dame Ellen Pinsent School is committed to providing quality education based on equality of opportunity, access and outcomes. In practice, this means the children have an entitlement to benefit from all educational activities and to:

- Participate fully in the school curriculum
- Contribute to all aspects of school life and
- To be a valued partner in the process of education

These objectives must be seen to inform educational activities, whether in or outside the school and therefore integral to the process of charging for school activities and to the remission which is available to parents and carers who are on a low income. We aim:

- To make school activities accessible to all students regardless of family income
- To encourage and promote external activities which support and give value to the curriculum.
- To provide a process which allows activities to take place at a minimum cost to parents, pupils and the school and
- To respond to the wide variations in family income while not adding additional unexpected burdens to the school budget.

The development of a range of activities forms part of the school's forward planning process and is linked to the annual budget cycle with a particular emphasis on the identification of specific resources to support such activities.

It includes a number of key factors:

- The value of certain activities in relation to age / need of pupils
- The cost of activity set against their educational value
- How the activity will be paid for
- The appropriate process for raising funding
- An assessment of whether the educational aims can be met in any other way
- An understanding of the various types of activities involved, for example, educational visits, music tuition, materials for practical work

- Reference to additional or hidden costs, for example, lunch money and pocket money.
- An assessment of local facilities.
- Education at Dame Ellen Pinsent School is provided free of charge for all lessons and activities organised wholly or mainly during normal school time in accordance with pupil entitlement under the Education Reform Order.

Although the school cannot charge for school activities, we may still invite parents and others to make voluntary contributions, the essential point being that no pupil may be left out of an activity because his or her parents cannot or will not make a contribution of any kind.

Activities Outside School Hours

Parents can be charged for activities that happen outside school hours when these activities are not a necessary part of the National Curriculum or Religious Education.

Residential Activities

For a residential activity taking place largely during school time or essential to the education provided at the school, a charge will be made for the education / cost of travel, board and lodging. A subsidy is available for families in need (e.g. Pupil Premium/Charity).

Charging in Kind

The cost of materials, ingredients and equipment is chargeable for the following subjects; DT, Science, Art / Craft. The Governing Body reserves the right to charge for ingredients and materials or require them to be provided if the parents have indicated in advance that they wish to own the finished product.

General

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 additional activities which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions.

Remissions

To ensure that access to activities becomes a reality and that outcomes reflect intentions, Dame Ellen Pinsent School will implement the following Remissions Policy. The fundamental aim of this policy is to ensure that all pupils gain fully from everything that the school is able to offer them and is based on an understanding of the relationship between low income, entitlement and access. This policy takes into account the very real and persistent difficulties which people on low income have in meeting the costs of educational activities for their children.

Informing Parents

A statement in the school's prospectus informs parents of the schools' charging policy.

Implementation

Planning, as part of the process of budget building is essential to developing a charging policy at Dame Ellen Pinsent School which recognises equality of access. We will endeavour therefore to produce a programme of activities based on a clear set of priorities identified by the school.

Such a process however, should not inhibit flexibility and the capacity of the school to take advantage of opportunities which arise during the course of the year. These will be implemented in a way which is consistent with the schools' overall policy.

Equal Opportunities

We regard every member of school or visitor as of equal worth and importance, irrespective of his/her creed, culture, class, race, gender, (including gender reassignment), disability, sexual orientation, religion and belief, marital/civil partnership status or age.

Appendix A

An example of a letter to parents / carers requesting voluntary contributions towards a school visit.

Appendix B

An example of a letter to parents / carers requesting voluntary contributions towards a residential visit.

Appendix A

Date:

Dear parents / carers

On Friday January 24th, Dolphins class will be going to Selly Manor Museum for the morning / afternoon.

In History the children are currently learning about life in Tudor times. This visit will help the children to understand what a Tudor home and objects around the home looked like.

Entrance to the Museum is £1.50 per child and any voluntary contributions towards your child's cost would be very much appreciated.

The children will be going in the school mini bus. Therefore, they will not need any spending money for this trip.

With thanks.

Dolphins Staff

Appendix B

Date:

Dear Parents/Carers

Re: Residential Trip to Outward Bound Ullswater – 31st March to 4th April

There are several spaces on the above trip if you would like your child to participate.

As part of Birmingham's and Dame Ellen Pinsent's Curriculum Offer we believe each child of Primary school age should have the opportunity of a residential experience. Consequently, we are providing a residential experience to Outward Bound Ullswater in the Lake District.

The residential will be staffed within LA guidelines and we will be taking 6 adults. This promises to be a character building and fulfilling experience for all! We do, however, need to ask for a contribution towards the trip. This can be in instalments of your choice. We are subsidising the trip by £80 per pupil and the cost will be £160. We are hoping that by doing some fund raising that we may be able to reduce this cost. The cost includes all transport, accommodation, food and activities.

Please return the form and send a non-returnable deposit of £50 (cheques made payable to Dame Ellen Pinsent School), or just the slip to indicate that you wish your child to go and when we will receive payment (this can happen after Christmas). Final date for payment is 7th February. If the cost is difficult, please contact the class teacher or myself.

We hope you will take advantage of this opportunity but if you have any queries, please contact school to discuss them with us.

Yours faithfully

Denise Fountain
Head Teacher

Name: _____ Class: _____

I would / would not like my child to go on the Ullswater Residential – 31st March to 4th April.

I enclose a non-returnable deposit of £50 / I will send the deposit in on___

Signed _____