



# **DURANTS SCHOOL – POLICY DOCUMENT**

## **Charging**

**March 2024**

*Reviewed & updated: March 2024 (Rachel Carli)*

*Next review date: March 2025*

## DURANTS SCHOOL – Charging Policy

This Charging Policy informs staff and parents about charging for School activities. It conforms to the requirements of the guidance detailed in '*Governance Handbook For academies, multi-academy trusts and maintained schools, January 2017*' and '*Charging for school activities, Departmental advice for governing bodies, school leaders, school staff and local authorities October 2014*'. This Charging and Remissions Policy informs staff and parents about charging for School activities. It is based on advice from the Department for Education (DfE) on charging for school activities and the Education Act 1996, sections 449 to 462 of which set out the law on charging for school activities in England.

In accordance with these guidelines Durants School:

- Will not charge for books, materials, equipment and instruction in connection with the National Curriculum or Statutory Religious Education taught at school, except where parents have indicated in advance their wish to purchase the product.
- Will not charge for any activities which take place in School time, apart from instrumental tuition for individual pupils or pupils in groups of up to four.
- May off-set costs for School-Time activities by inviting parents and others to make **voluntary** contributions to enable School funds to go further. Children of parents who do not contribute will not be treated differently from those who do make contributions
- Will have the right to cancel an activity if there are insufficient voluntary contributions to make the activity possible.
- May charge for board and lodgings on residential courses, except for pupils who are over 18 years of age who receive Income support in their own right, and for those parents who are receiving:
  - Income Support
  - Income-based Jobseeker's Allowance
  - Support under Part V1 of the Immigration and Asylum Act 1999
  - Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed £16,190
  - Universal Credit in Prescribed Circumstances
  - The guarantee element of State Pension Credit
  - An income related employment and support allowance that was introduced on 27 October 2008

The Headteacher will inform parents of the right to claim free activities if they are receiving these benefits.

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- May permit organisations to charge parents when such an organisation is acting independently of the School or the LEA, to arrange an activity to take place during school hours and parents want their children to join in.
- May charge for activities (optional extras), which happen outside School hours when these activities are not a necessary part of the National Curriculum.
- If personal property belonging to a pupil or member of staff is damaged by the actions/behaviour of a pupil at the school a discretionary payment may be made towards replacing the damaged item. The Headteacher is authorised to make payments up to £500. For higher amounts Chairs action must be sought.
- In cases where a debt is owed to the school by a parent the Finance Committee will review each case on an individual basis. Advice and information will be sought from the school management and finance staff before deciding whether to pursue or write off the debt. If it is decided to write off the debt the cost will need to be met from school funds.
- The Governors will review the lettings charges levied by the school on an annual basis.
- The Governors will review this policy on an annual basis.