



Walkwood
Church of England  Middle School

Charging and Remissions Policy

Governing Body Committee responsible:

Staff, Premises and Commerce

Approval granted: 23 October 2023

Review date:

Autumn Term 2024

“So to help you get your previously promised gift ready, it made sense to me to ask the brothers and sisters to go on ahead so you will have all the time you need to put it together as planned and so it doesn’t look thrown together or coerced.”

2 Corinthians 9:5

“Church of England Schools have at their heart a belief that all children are loved by God, are individually unique and that the school has a mission to help each pupil to fulfil their potential in all aspects of their personhood: physically, academically, socially, morally and spiritually. Schools have a duty to try to remove any factor that might represent a hindrance to a child’s fulfilment. We want all pupils to want to engage in learning in a safe and welcoming ethos.”

Valuing All God’s Children, Church of England, 2014

“The core purpose of any Church school is to maximise the learning potential of every pupil within the love of God.”

SIAMS (Statutory Inspection of Anglican and Methodist Schools) 2012



The Governing Body recognises the valuable contribution that the wide range of additional activities can make towards a student's all-round educational experience and their personal and social development.

This policy 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. Academies are required to comply with this Act through their funding agreements.

It's also based on guidance from the DfE on [statutory policies for schools and academy trusts](#).

Charging

For any activities where charges can be made, the Academy will levy such charges. These may include any community facilities as well as any materials, books, instruments or equipment, where the child's parent wishes them to own.

We are able to charge for activities known as 'optional extras'. In these cases, schools can charge for providing materials, books, instruments or equipment. The following are optional extras:

- Education provided outside of school time that is not part of:
 - The National Curriculum
 - Religious education
- Transport (other than transport that is required to take the pupil to school or to other premises where the local authority or governing board has arranged for the pupil to be provided with education).
- Board and lodging for a pupil on a residential visit.
- Activities and entrance or hire charges for a pupil on a residential visit.
- Extended day services offered to pupils (such as breakfast clubs, after-school clubs, tea and supervised homework sessions).

When calculating the cost of optional extras, an amount may be included in relation to:

- Any materials, books, instruments or equipment provided in connection with the optional extra
- The cost of buildings and accommodation
- Teaching staff engaged under contracts for services purely to provide an optional extra (including supply teachers engaged specifically to provide the optional extra)
- The cost, or an appropriate proportion of the costs, for teaching staff employed to provide tuition in playing a musical instrument, or vocal tuition, where the tuition is an optional extra.

Any charge made in respect of individual pupils will not be greater than the actual cost of providing the optional extra activity, divided equally by the number of pupils participating. Any charge will not include an element of subsidy for any other pupils who wish to take part in the activity but whose parents are unwilling or unable to pay the full charge.

For any activities where charges cannot formally be levied, the Academy will ask for, "voluntary contributions". The Principal will have the delegated authority to determine whether any such activity will continue, dependent upon the level of financial response from parents. Parents will be invited to make a voluntary contribution for transport, entrance fees or other charges in



connection with an educational visit. No child will be excluded from any activities requiring voluntary contributions that do take place through failure to make such a contribution.

Please note, however, that any child can be excluded from such activities as part of our Academy disciplinary procedures.

Charging in kind

From time to time parents are asked to contribute to the cost of certain craft activities and parents and carers are notified at the appropriate time.

Charging for music tuition, photocopying and private telephone calls are charged at cost price.

Any insurance costs will be included in charges made for trips and activities.

Remissions

The Governing Body may remit charges in full or in part to parents after considering specific hardship cases. The Governing Body invites parents to apply, in strictest confidence, for the remission of charges directly to the Principal. The Principal has delegated authority to determine whether a bursary shall be given.

Pupil Premium is distributed as per Government guidelines and is published annually on the Academy's website. Such funding may be used as remission in part, the percentage thereof being at the discretion of the Principal.

