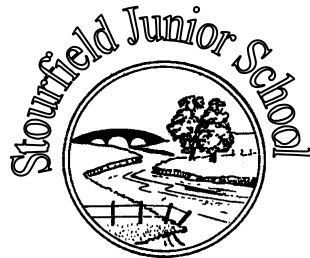


Charging and Remissions Policy



Stourfield Junior School

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Stourfield Junior School – Charging and Remissions Policy

Additional Activities Organised for Pupils

The Governing Body recognises the valuable contributions that additional activities, including trips and residential experiences, can make towards pupils' personal and social education.

The Governing Body aims to promote and provide such activities as part of a broad and balance curriculum for pupils of the school and as additional optional activities.

Charges

The Governing Body may ask parents for a voluntary contribution towards the following activities organised by the school. The contribution must be genuinely voluntary though, and the pupils of parents who are unable or unwilling to contribute will not be discriminated against. Where there are insufficient voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then it will be cancelled.

- School Trips/Entry/Travel costs in school hours
The board, lodging, travel and entry elements of any residential or day activities deemed to take place within school hours and the travel costs incurred.
- Activities outside school hours
The full cost to each pupil of the following activities deemed to be optional extras taking place outside school hours
- Charging in kind
The cost of materials, ingredients, equipment (or the provision of them by parents) for Design Technology.
- Music Tuition
The cost of providing instrumental tuition to pupils in small groups excluding general classroom lessons and any associated examination fees/costs.
- Lettings/Hire
The Governing Body has a separate policy for Lettings/Hire of premises and a schedule of it's' payments is listed at Appendix A.
- General
The Governing Body may, from time to time, amend the categories of activity for which charges may be made.

Nothing in this policy statement precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of providing education for pupils

Remissions

In certain circumstances there may be cases of family hardship which make it difficult for pupils to take part in particular activities for which a charge is made. When arranging a chargeable activity, the Governing Body will invite parents to apply in confidence for the remission of charges in part or in full, this will be granted at the Headteacher's discretion from the school's budget.

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Necessitous Clothing Allowance

The school will provide assistance to eligible pupils from the Pupil Premium Grant with clothing necessary for attendance at school.

The school may provide pupils with such clothing as, in its opinion, is necessary for the purpose of ensuring that the pupil is sufficiently and suitably dressed while remaining in attendance at the school.*

- Help provided is in the form of a 'clothing grant' towards the cost of basic clothing needs (e.g. shoes), not necessarily items of school uniform.
- Any items of clothing bought with the grant must be suitable for attendance at school.
- Children in the care of the authority (e.g. a foster child) or of a voluntary organisation, are not eligible for a necessitous clothing grant from the school.

Who is entitled to a Clothing Grant?

Parents may apply if:

Their child is in receipt of a free school meal and resides with them permanently.

Amounts of grant available

The level of grant that can be awarded is set by the Governing Body at **£40**. The grant will be paid to the family to buy shoes and/or other items of clothing for school.

How often can parents apply?

Pupils are considered for a grant every 2 years*. (See * at end of document for further explanation.) In exceptional circumstances it is possible to consider a further request for financial assistance during this period, e.g. clothing destroyed in fire, a medical condition that affects growth, or where the child has changed school due to a change of address as a result of a potentially violent situation at home.

The application procedure

Information on clothing grants and application forms are available from the school office.

Parents are normally notified of the outcome of their application approximately 2 weeks after applying. Sometimes the Parent Welfare Manager Education Welfare Officer may contact the family to discuss the application in greater detail before any decision is made.

Payment of the grant is made by cheque payable to the applicant. In exceptional circumstances payment may be made in cash on production of photo-id and by prior arrangements.

Those who have their application turned down have the right of appeal to the Governing Body.

- * If a child changes schools within this 2 year period (having received the grant from another Bournemouth school, apart from Stourfield Infant School), we will issue a voucher for 1 sweatshirt and 2 polo shirts, prior to the due date of the grant being paid by Stourfield Junior School.
Year 6 children commencing at Stourfield Junior School will be entitled to a voucher for 1 sweatshirt and 1 polo shirt.

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Appendix A

Schedule of Charges (Lettings/Users)

Hire of Premises (Hall/Playground/Field/Per Classroom ... £13 per hour

Hire of Swimming Pool

Tiered charges are as follows:

Monday - Friday	07:30-15:00	...	£31 per hour
Monday - Friday	15:00 onwards	...	£34 per hour
Saturdays	08:00-13.00	...	£40 per hour

All charges will be subject to VAT where applicable.