#

# Brookdale Primary School

**CHARGING AND REMISSIONS POLICY**

The governing body of Brookdale Primary School has adopted the following policy in connection with the matter of charging for school activities.

1. The governing body endorses the policy of the Wirral Local Authority (LA) with respect to charging for school activities. This policy backs the principles that

education in maintained schools should be free and that no pupil’s education should be affected by his or her parents’ / carers’ unwillingness or inability to pay or

contribute towards the cost of the pupil’s education.

1. Pupils should not have to pay for any materials, books, instruments or other equipment which they use in connection with education provided during school hours. However, the school may charge for, or ask for ingredients or materials for, practical subjects where parents have said that they want to own the finished product.
2. The school will charge for board lodging and travel to and from residential centres. Remission on these charges will be available if the parents / carers are in receipt of the following benefits when the visit takes place:
	* Income Support
	* Income based Jobseeker’s Allowance
	* Income related Employment and Support Allowance
	* Support under Part VI of the Immigration and Asylum Act 1999
	* The guaranteed element of Pension Credit
	* Child Tax Credit (provided you’re not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
	* Working Tax Credit run-on paid for four weeks after you stop qualifying for Working Tax Credit
	* Universal Credit – if you apply on or after 1st April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get).

*(Information correct as at October 2019)*

There is no requirement to complete any forms and the cost will be met by the school from the school budget, school funds or Pupil Premium as determined by the Finance Committee. If the school does not have sufficient funds to meet these costs the Head Teacher may cancel the trip.

1. School trips and visits form an important part of the curriculum offered by our school. Parents are not required to pay for such visits, but may be asked to make voluntary contributions towards the cost. No pupil will be excluded from a school trip because of their parents’ unwillingness or inability to contribute, however, it is hoped that parents will feel able to support the school in its efforts to provide a full and interesting curriculum for all its pupils. If the contributions made are not

sufficient to enable a planned trip to take place, the Headteacher may cancel the trip or make such changes to the organisation of the trip as he/she thinks necessary.

Remission of these charges will be available if the parents/carers are in receipt of the benefits listed in point 3.

1. For activities defined as “optional extras” under the Education Act 1996, the school will charge for board and lodging, travel, materials, books or other equipment, entrance fees, teaching and non-teaching staff and any other costs for providing the activity. If parents would like their children to take part in such activities but are unable to meet the full cost, financial assistance may be available; the Headteacher is happy to talk to parents in confidence about that possibility.
2. Parents may be asked for payment towards the cost of repairing or replacing any part of the fabric of the school or any item of school property which has been damaged or lost as a result of their child’s behaviour.
3. The school will charge for instrumental music tuition provided either individually or to groups of any size, provided that the tuition is at the request of the pupil’s parent.
4. A “Schedule of Charges” will be compiled annually and agreed by the Governing Body. This will include any services provided by the school where a cost is incurred including music tuition, school lunches.
5. School meals may be given free of charge to visitors at the discretion of the Headteacher.
6. The school operates a before/after school club which is an optional extra. All charges must be paid as listed on the schedule of charges.

**Schedule of Charges**

**Early Years**

|  |  |
| --- | --- |
| Hours per week | Fees\* |
| 0.5 hour | £3 |
| 1 hour  | £6 |
| 2 hours | £12 |
| 2.5 hours | £15 |
| 3 hours | £18 |
| 3.5 hours | £21 |
| 4 hours | £24 |
| 4.5 hours | £27 |
| 5 hours | £28 |
| 1 full day | £30 |

**School Dinners**

Lunch Meals (children) £2.40

Lunch Meals (adults) £2.80

Lunch Meals (Pre School) £2.00

Milk Charges £0.28 per day

Toast £0.10 per slice

**Acorns before and after school club**

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Breakfast Club £4.50

Discounted rate for sibling £4.05

After School Club £8.00

Discounted rate for sibling £7.20

**Before and After school extra-curricular clubs**

**![school_sports_equipment_royalty_free_080825-026146-624042[1]]()**

Club run by outside agency Cost applied by the company running the club

**Music lessons**

**![music-notes[1]]()**

Individual/Group lesson Cost applied by the peripatetic teacher running the lessons

**Trips**

Varies according to the trip and from year to year.

**School Uniform**

**![Bartolino_y_Bartolina[1]]()**

Sweatshirt £10.50

Cardigan £11.50

Polo Shirt £8.50