

Hucklow Primary School



Charging & Remissions Policy

Approved by Governors Autumn 2018

To be reviewed Autumn 2019



Sections 449-462 of the Education Act 1996 sets out the law on charging for school activities in schools maintained by Local Authorities in England.

The information below details charging and remissions for Hucklow Primary School which are subject to review each year or following any change.

Education Visits

The school has a wide programme of educational visits and activities that take place both in and out of school hours. The school subsidises some of these visits during school hours but in order to maintain current programmes the school requires voluntary contributions from parents towards the costs of these visits/activities. No child is excluded from taking part in any activity because their parents/carers are unwilling or unable to pay. We reserve the right to cancel any activity for which suitable funds have not been raised.

For activities that take place mainly or wholly outside of school hours the school can ask for full payment for these.

Residential Visits

Children can attend residential visits on a voluntary basis and a charge is made for board and lodging. Visits are subsidised for children in receipt of Pupil Premium from the Pupil Premium Grant.

Classroom Activities

Classroom activities are resourced from within the school budget and no charge is made for activities relating directly to the national curriculum. Parents who have indicated in advance that they wish their child to take home the finished product (e.g. cooking, craft) may be asked to cover the cost of materials/ingredients.

Breakfast Club

Breakfast club runs from 8.05-8.30am each morning (Monday to Friday) and a small charge is made for food and drink. A list of charges is available in the dining room and on request.

School Milk

Milk is provided to school each day under Sheffield City Council's contract with Hillsborough Dairy. Milk must be ordered at the end of each term for the



following term at a cost of 18p per day. Children who are entitled to free school meals, and children under 5, are also entitled to free milk and no charge is made to parents/carers of these children.

School Lunches

School lunches are provided by Taylor Shaw. A charge of £2.00 per meal is made to all children except those who are entitled to free school meals. Parents are asked to pay for all lunches required for the week each Monday and outstanding debts are followed up by Mrs Dyson, one of our Admin Officers. Parents may be reminded of outstanding amounts by text message, phone call, letter or in person in the school office. If a debt reaches £20, parents are advised that their child may no longer receive school meals until the debt is paid off and must bring a packed lunch.

Uniform

All children are expected to wear school uniform. Our official supplier is School Trends. Parents can collect a uniform order request from the school office. The order form along with correct payment should be returned to the office in a sealed envelope with the child's name and class where the order will be sent off for processing. Alternatively, much of the uniform can be purchased from local supermarkets, although this will not bear the school logo.

Breakages or damages to school premises/equipment

The school will charge parents/carers for damage to school premises or equipment when this is a result of their child/s behaviour.

Letting of School Premises

In the event of a request by an external provider to use school land or buildings, a request form is sent to the provider and, if approved, a letting agreement is made between the school and the provider. This sets out the conditions of the letting, including any charges that may be levied. Lettings to local groups for the benefit of children are usually made at a nil charge other than any charge to cover the cost of caretaking, cleaning etc. which the school may incur as a result of the letting.