



Abel Smith
School Established
1861

Abel Smith School
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Charging and Remissions Policy

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Not Confidential



Aim

At Abel Smith School, we aim to make appropriate charges which enable and encourage the development of a wide range of enriching activities and uses of our facilities.

Purpose

The Charging and Remissions Policy inform staff and parents about charging for school activities. It conforms to the requirements of the Education Reform Act 1988.

Responsibilities

Resources Committee

- Will review and amend this policy annually on behalf of the governing body
- Will review annually the charges for supplies and services
- Will monitor whether actual income is in line with anticipated income

Headteacher

- Will be responsible for drafting proposals for charges
- Will provide reports for the Resources Committee

School secretary

- Will manage the letting of school premises
- Will maintain efficient and effective information systems

Site Manager

- Will manage the school premises during lettings

Users

- Will abide by the terms and conditions of the booking and hiring contract

General

Following the requirements of the Education Reform Act of 1988, no charge will be made for books, materials, equipment and instruction in connection with the National Curriculum or Statutory Religious Education taught at the school, except where parents have indicated in advance their wish to purchase the product. Parents of pupils on income support or family credit are entitled to a remission of charges on in-school or part in-school activities.

Organisation

A charge not exceeding the total costs will be made for all board and lodging costs on residential visits. Parents must agree to charges before the child undertakes the activity.

Costs for residential visit can include elements for: travel, board and lodging, materials, books, instruments, equipment, tuition, entrance fees and insurance. Each child will be charged for the cost of his/her own part of the visit.

A charge is made for activities wholly or mainly outside school hours which are not part of the National Curriculum or Statutory Religious Education.

Voluntary contributions are requested from parents for school activities in or out of school time which can only be provided if there is sufficient voluntary funding. No pupils shall be excluded by reason of inability or unwillingness to make a voluntary contribution.

Parents are asked to make a contribution towards replacing damaged or lost school property caused wilfully or negligently by their children.

A contribution is requested by the school to help meet the costs of swimming. The amount requested will be adjusted annually in line with actual costs.

Curriculum enriching Activities

Music instrumental teaching

The cost of instrumental lessons to individuals or small groups will be met through charges to parents. Charges are set on an annual basis and paid termly. Parents will be expected to hire or buy their child's own instrument. Some instruments may be available for loan from the County Music Service.

Extra-curricular clubs

A charge may be levied for participation in extra-curricular activities to meet the costs of materials and staffing as needed.

Letting of Premises

The annual charges are set on the basis of the county suggested rates. The condition of hiring and booking are laid down in the contract. A separate Lettings Policy has been issued.

Arrangements for Part or Full Remissions of Charges

The governors may provide financial support from the school budget or external grants for those families unable to meet the full cost of voluntary contributions or charges on application to the head teacher. The Resources Committee will be informed in general terms of the total provided for each activity.

The governing body support the development of all community groups use of the school through a flexible charging approach. This may include offering reduced rates for up to one month in order to assist a new group and would be negotiated with the head teacher.