



Charging and Remissions Policy

Staff Covered by this policy	All
Approved by and date	MOIRA GILLIGAN 29/01/20
Date of adoption	29/01/20
Review date	

Signed	
Date	29/01/20

CHARGING POLICY

This policy has been developed in line with ‘The Education (School Sessions and Charges and Remissions Policies) (Information) (England) Regulations 1999’. The School Standards and Framework Act 1998, and sections 457 of the Education Act 1996. This policy forms part of the school prospectus.

No charges will be made for admission to the School

- The Governors of Skilts School are proud of the excellent facilities and opportunities available to pupils and of the high standards achieved and it is anticipated that parents may wish to contribute to the School Fund. The funds generated are used to help meet the costs of providing those extra facilities for our pupils not normally covered by government grants. Donations by parents to the School Fund will also enable a wider variety of learning activities and experiences to be offered.
- We reserve the right to make a charge for educational activities which take place wholly or mainly during normal school hours
- Skilts School strongly values extra curricular activities and similar experiences which, it believes, enhance the educational process and gives a context for teaching social skills in a ‘real life’ environment
- The value of Skilts School is to provide all our pupils with a social and educational experience that will broaden knowledge and increase children’s self-esteem. Any learning activity organised by the School will be funded through the School budget. Parents may be asked to contribute and can provide a limited amount of spending money. This will not be a condition of whether or not a child can participate in the activity

Books, Equipment, Uniform and Dinner Money

Books and other materials are provided free of charge and remain the property of the School

- Parents may be charged for defaced, damaged or lost books
- Parents may be asked to contribute an amount toward the cost of deliberate damage to School property.
- Parents may be charged for ingredients or materials used in practical subjects like cookery or design technology, if the pupil wishes to own the finished product.

- Individual purchases of the Skilts specific sweatshirt would be very expensive. The School buys in bulk and parents purchase the sweatshirt from the school at the price the school pays. All other items of school uniform are readily available from most high street stores.
- School dinner money is charged as set by the LA unless the child is in receipt of free school meals.
- The school will make a reasonable charge for costs incurred for printing and time to compile information for any Subject Access or Freedom of Information requests.

School Trips and Activities

- Occasionally activities are arranged which by their very nature, extend the curriculum experience and cost more. The feasibility of any such activity in terms of finance and all other logistics must always be decided within the resources available to the school. That is to say that they must not be dependent on monies raised through parental contributions.
- Regular visits are organised to support the school curriculum like swimming. Charges will not be made for these visits.
- Pupils at Skilts will never be excluded from a visit or activity because of their parent's inability (or unwillingness) to pay.
- It is perfectly in order to request a voluntary contribution, especially where the activity is particularly costly yet valuable to students. This in no way sets a requirement of inclusion merely invites parents/carers to contribute to the enhancement of their child's education.
- In cases where the receipt of voluntary contributions is insufficient to cover the extra costs of residential visits, the school will seek to find alternative sources of funding from the school budget or charitable donations.
- Where children receive peripatetic music tuition a minimal charge may be made for this as it is outside the music syllabus. At present there are no pupils receiving such tuition.

Remissions

- The school does not have as part of its function, general community use. The school buildings and site are used entirely by the school itself and so is not in a situation where charging for it's use is the norm. However it does from time to time have requests from organisations who request the use of some part of the facility. As the school does not employ anyone whose responsibility it is to oversee this type of activity, any such request relies upon the goodwill and voluntary effort of individuals. In these cases the use must be considered as a proposal to the governors and considered for its own merits. The charges, made will be decided upon by the governors and will be related to the demands of the activity, the amount of usage, administration and the requesting body's ability to pay. If at such time more frequent requests are being made then the governors will commission a working group to present proposals for set charges.

- The school makes no request for voluntary payments from parents on a regular basis.
- Occasionally the school hosts a charity day where the children are asked to contribute to a named charity, any donation is completely voluntary.