

ANNEX to the Trusts Charging and Remissions Policy

Hallbrook Primary School
Local Charging and remission arrangements



In addition to the Practice and Provision laid out in the associated Trust Charging and Remittance Policy, please refer below for local arrangements specific to Hallbrook Primary School

Examinations

With the consent of the parent, the school will pay for a remark for an exam where it deems this advantageous. Where this is still requested but is not deemed advantageous, remarks can be paid for privately within given timescales.

Materials

Whilst the majority of materials provided for practical subjects will be provided free, in view of the disproportionately high cost of providing materials and ingredients for Art, Design and Technology and Early Years, parents are asked to:

- a) make a small, annual voluntary contribution towards the cost of Art, Design and Technology materials and towards the Early Years. The contribution is re-assessed annually and a discount applied for families in receipt of free school meals FSM (please see Remission criteria below) or where more than one child is currently at the school.
- b) provide ingredients for food technology lessons if they wish to own the finished product.

Music Tuition

With regard to music tuition and other optional educational activities and visits in statutory time, the Governing Body is not in a position to provide these free of charge. Whilst the Governors will allow pupils to attend on site music tuition from private music tutors during the school day, this arrangement is between the music tutor and the parents/carers directly and therefore no subsidy can be made by the school and parents/carers are billed directly by the music tutors.

Pupil Premium subsidy may apply for students undertaking music lessons at the College.

Residential Trips

Children in all year groups are invited to go on residential trips. The costs of the trip include:-

- Accommodation
- Food
- Transport
- Insurance

The cost of school staff is not included. When we invite carers to support children who have special needs/ a disability, the carer will not be charged.

Parents/carers will have the option of paying either small regular amounts over a period of time or larger amounts in a smaller number of transactions.

Uniform

With regard to uniform subsidy, parents whose child is in receipt of Free School Meals (FSM) on the first day of entry into the school can claim a one-off contribution to uniform which includes 2 x T-Shirts, 1 x Jumper and a PE set. Uniform and details of PE dress code can be found on our website.

Local Remissions Criteria

The actual level of subsidy is set annually. For 2019/20, this will be –

Early Years contributions – 100% subsidy for all pupils who are on the Free School Meals Register at the point of request or if a child of a parent currently serving in the Armed Forces. For 2019/20 the annual contribution to Early Years materials is £9 paid in three termly amounts.

Subsidies for other trips may be made of up to 50% of the cost for pupils on the Free School Meals Register at the time the trip is advertised, but the subsidy would be reviewed on a trip by trip basis and made in light of budget constraints and the level of demand for remission. Remission for pupils in receipt of Free School Meals against trips outside the requirements of the curriculum cannot be guaranteed.

Subsidies for residential trip may be made of up to 30% of the cost for pupils on the Free School Meals Register at the time the trip is advertised, but the subsidy would be reviewed on a trip by trip basis and made in light of budget constraints and the level of demand for remission. Remission for pupils in receipt of Free School Meals against trips outside the requirements of the curriculum cannot be guaranteed.

Whilst children of parents who have not voluntarily contributed to an optional activity or trip will not be treated differently, the LGB is not in a position financially to support other educational visits/activities in statutory hours. Such visits and activities therefore can only be organized and run with the support of contributions from parents. If there are insufficient voluntary contributions to fund the full cost of such a visit or activity, the visit or activity in question cannot go ahead. Trips and activities offered outside statutory school hours are not subject to any financial support.

Whilst trips are costed to breakeven, if once all associated costs are paid and the trip has a surplus of more than £5 per pupil, parents/carers will be refunded the surplus.

Pupils entitled to Free School Meals are allowed to take a meal at lunchtime to the value of £2.20 per day based on September 2019 rate. This is automatically credited to the pupils meal account on a daily basis. Any allowance not taken on the day is not transferable.

Any online balances on leaving (e.g. for dinner money) in excess of £5 will be refunded via chq or transferred to another sibling in the school. Where balances are below £5 and there is no other sibling in the school, parents can collect any outstanding balance below £5

from reception by 31 August in the leaving academic year. If not collected within this time frame any remaining balance will be deemed to be a contribution to school reserves.

Pupil Premium subsidies

Children in receipt of pupil premium may receive a discount against trips or music lessons etc subject to the pupil premium strategic priorities.

Hallbrook Plus – Extended Services

Breakfast club fees and After School Club fees are reviewed annually by the Local Governance Board.

All Breakfast Club sessions for academic year 2019/20 are £5.00 per session with any additional sibling in the same session with a 10% discount (£4.50). Prices are subject to review.

All After School Club sessions for academic year 2019/20 are

When staying beyond 16:30 - £11.00 per session with any additional sibling in same session given a 10% discount per session that both attend (£9.90). Prices are subject to review.

When staying between 15:15 and 16:30 - £6.00 per session with any additional sibling in same session given a 10% discount per session that both attend (£5.40). Prices are subject to review.

Discount of 30% will also apply for staff within the Trust with parental responsibility who have children attending the schools out of school clubs.

Review

This Local exemplification will be reviewed annually by the Local Governance Board. Next review September 2020.