

## **RIVERSIDE SCHOOL**

### **CHARGING AND REMISSIONS POLICY**

#### **Introduction**

- Riverside does not charge for the daily education of students.
- This policy is monitored by the school's Governing Board, and will be reviewed as outlined in the Board Year Planner.

#### **Prohibited Charges**

*In accordance with legislation, governors ensure that charges are not made for the following:*

- education provided during school hours (including the supply of any materials, books, instruments or other equipment);
- education provided outside school hours if it is part of the curriculum, or part of a syllabus for a prescribed public examination that the student is being prepared for at the school, or part of religious education;
- tuition for students learning to play musical instruments if the tuition is required as an essential part of the curriculum.
- entry for a prescribed public examination, if the student has been prepared for it at the school;
- education provided on any trip that takes place during school hours;
- education provided on any trip that takes place outside school hours if it is part of the curriculum, or part of a syllabus for a prescribed public examination that the student is being prepared for at the school, or part of the schools basic curriculum for religious education;
- transporting registered students to or from the school premises, where the local education authority has a statutory obligation to provide transport;
- transporting registered students to other premises where the governing body or local education authority has arranged for students to be educated;
- transport provided in connection with an educational trip.

#### **Voluntary contributions**

- When organising school trips, visits or residential school journeys in school time - or mainly in school time - the school encourages parents to contribute to the cost. All contributions are voluntary. If we do not receive sufficient voluntary contributions planned trips may have to be cancelled, (although this would be unusual since the school can apply to its linked charity 'Out and About' for funding support for day trips, visits and residential school journeys).
- On occasion the school can consider Pupil Premium funding for students whose families are eligible for free school meals, (see '*Remission's section below*'). Trips, visits and residential school journeys may, therefore, include students whose parents have not paid any contribution. We do not treat these students differently from any others. The school will periodically ask for contributions towards the cost of ingredients for food technology lessons, but again these are entirely voluntary.

- All students study music as part of the school's curriculum delivery. The school does not charge for music lessons. However, there is a charge for individual and group music tuition when this is not part of the curriculum, and this provision does not fall within the voluntary contributions model.

## **Remissions**

- Students of parents registered as eligible for free school meals (FSM) can receive a free school meal. Other parents must pay for meals unless they choose to send in a packed lunch for their son/daughter. School meal costs are published and updated and parents are informed when there is an increase.
- Parents of students registered as eligible for FSM at any point in the last 6 years, (or parents of looked after, adopted or in-care students), may be offered assistance in paying for day or residential trips for their son/daughter through the Pupil Premium, (*see below*). Costs are published annually to parents.
- The Pupil Premium can also assist in purchasing a school uniform for eligible families. In its simplest version, the uniform consists of any style of white tops and any style of black bottoms that suits the student practically and aesthetically. However, parents can purchase one or more Riverside school badges which can be ironed or sewn on to clothing. Alternatively, when appropriate, parents can purchase a formal full Riverside uniform which includes a blazer with badge and school tie. Costs are confirmed annually and interested parents informed.
- In addition, Riverside commissions 'Team Spirit' to provide after-school and holiday clubs held at the school. Hourly charges are made for the service and costs are published annually to parents. (Many parents use their Personal Budgets to fund Team Spirit places).

### **Parents in receipt of one or more of the credits listed below can qualify for a Free School Meal:**

- Income Support (IS)
- Income-based Jobseekers Allowance (IBJSA)
- Income-related Employment and Support Allowance (ESA (IR))
- Child Tax Credit (providing your assessed annual income is less than £16,190, and you are not entitled to any Working Tax Credit)
- Guaranteed element of State Pension Credit
- Universal Credit provided that you have an annual net earned income of less than £7,400 (616.67 per month)
- If you are supported by NASS under Part V1 of the Immigration and Asylum Act 1999. You must provide your NASS number.