

Charging and Remissions Policy

Dee Point
Primary School



Delegate Function: FGB
Approved by Governors: Summer 2020
Updated: June 2020
Review date: Spring 2022

Background

The Governing Body of Dee Point Primary School recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards our pupils' education and experiences. The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

Charges

The governing body will not in all circumstances charge but reserves the right to make a charge for the following activities organised by the school:

School Journeys in School Hours

The board and lodging element of approved residential activities deemed to take place in school hours. The cost of meals, refreshments and entrance fees.

Activities outside School Hours

The full cost to each pupil of all approved activities deemed to be optional extras taking place outside school hours.

Instrument Tuition

The cost of musical instrument tuition if provided at the parent's request.

Charging in Kind

Materials and ingredients: the cost of materials or ingredients for art and design, food, hospitality and catering, if parents have indicated in advance that they wish to own the final product.

School Property

The Governors reserve the right to charge parents for non-accidental damage to, or loss of school property.

General

The Governing Body may from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the Governing Body from inviting parents to make a Voluntary Contribution towards the cost of additional activities which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions.

Currently the school charges for the following:

	Income Activity	Approved Charge
1	Swimming Tuition	£1.00 per session
2	Adult Education	As per LA recommended "Schools Letting Charges"
3	Other Casual Lettings	As per LA recommended "Schools Lettings Charges (to be agreed by Headteacher) for lettings of a commercial nature.
4	Staff Personal phone calls	20p for standard phone calls As per itemised bill for longer-distance calls
5	Personal Photocopying	10p per black & white copy 20p per colour copy

Schools Lettings Charges - August 2019 to July 2020

Queries relating to charges and other related matters should be made to School Finance Team - 07768854223

Calculations using National Living Wage

These letting charges have been designed to be used as a **GUIDE** when charging for the use of School or Youth facilities

Schools are advised to use their own discretion when deciding on the exact charges to be levied. Please take into account local conditions and levels of charging from similar venues.

These figures are updated annually using Government statistics based on April 2019 CPI

Community and Commercial charges from August 2019

The recommended charge for the use of school and youth centre premises for community and commercial use for the 2017/18 academic year is as follows:

	CWAC Adult & Community Learning Useage £ per hour	Public Community use (2/3 of actual cost return rate) £ per hour	Outside company Profiting from the letting Commercial use Actual cost return rate £ per hour
(i) Primary Schools:			
Hall	16.95	33.00	50.80
Classroom	10.93	21.85	32.75
Subsequent Classroom	2.15	4.25	6.40
(ii) Secondary Schools:			
Hall	22.10	44.20	66.30
Classroom	11.18	22.35	33.55
Sports Hall	41.50	83.00	124.55
Gymnasium	21.63	43.25	64.90
Changing room	9.73	19.45	29.20
Subsequent Classroom	2.40	4.80	7.20
Squash Courts	10.43	20.85	31.30
P.C. Suite	11.30	22.60	33.93
Art & Craft Studio	11.33	22.66	34.02
Cookery Room	11.33	22.66	34.02
Centre Head Office	11.18	22.35	33.55
(iii) On cost for Sunday and Bank Holidays			
	2.63	5.25	7.85
(iv) Sports Facilities			

Tennis/Netball	6.90
	£ per game
Football/Rugby/Hockey/Cricket	
Weekday	38.00
Weekend	50.30
Synthetic Pitches	£ Per Hour
Full Size Pitch	74.00
Half Size Pitch	47.00
1/3 Size Pitch	42.00

Election charges from April 2017

The recommended charges relating to Elections have now been removed

Schools maintained by Local Authorities are obliged to provide 'free of charge' a room in a school for election purposes

The Returning Officer is only obliged to make good any damage and to pay any additional caretaking costs

Currently CWAC will reimburse caretakers direct for the extra hours they work on Polling Day.

Historically the Returning Officer has also paid schools an amount towards the cost of any additional heating and lighting expenses.

The school currently waives charges for the following organisations we deem to be school orientated and benefiting the pupils of Dee Point:

- Blacon Youth Football Club: this organization hire the school football pitch for 1 evening a week in the Spring & Summer and on a Saturday morning. A number of Dee Point pupils represent the team and they are managed by one of our parents who also volunteers to run 2 after school clubs at Dee Point.
- Rewind Youth Theatre, part of Chester's Theatre in the Quarter, hire out the main hall of the school throughout term time for 2 hours a week 4.30 – 6.30pm for Blacon children aged between 7 – 11 years. A large number of Dee Point children attend this group.

Remissions

Where the parents of a pupil are in receipt of free school meals or pupil premium the Governing Body will offer to remit some of the cost of full board and lodging for any residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the National Curriculum.

The Governing Body may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents will be invited in confidence for the remission of charges in full or in part. Authorisation for such remission will be made by the Headteacher in consultation with the Chair of Governors.