

# Article 31: Every child has the right to relax and play

## **Icknield School : - Charging and Remissions Policy**

*Icknield School is passionate about providing an inclusive education. We value all students as unique and nurture their talents. We enable students to achieve to their best ability in a safe environment and to grow into the finest individuals they can be.*

*Our inclusive practice can be defined as attitudes, approaches and strategies taken to ensure that all our pupils are included in the learning environment. We ensure that all pupils are listened to, openly valued, safe and have the confidence to participate in all activities.*

*Icknield School strives to remove barriers to learning, to celebrate diversity and through this we encourage and support a society of equality, acceptance and mutual respect.*

*By valuing and respecting human diversity, Icknield School fosters a sense of community and belonging, enabling all: children, teenagers and adults, to participate in every area of life possible.*

## **Introduction**

This document sets out the Charging Policy of Icknield School and provides information to parents on the circumstances where the school would charge for activities, whether these are within school hours or out of school hours. It also provides information on activities where no charge is made.

## **Educational Visits and Extra-curricular activities**

The Governors will support off-site activities which the Headteacher considers to be of good educational value and complementary to the curriculum.

Where costs are involved, parents will be asked to contribute so that each activity is self-funding. Icknield school staff and transport costs will be met by school. If funds received are insufficient, the visit may be underwritten by the School, or cancelled, at the discretion of the Headteacher.

## **Voluntary Contributions for Non-Curriculum Activities**

When organising school activities that are not part of the curriculum but enrich the educational experience of the children, the school will invite parents to contribute to the cost of the activity. These contributions are necessary to fund the activity but are voluntary as the school cannot make contributions mandatory. The level of contribution is decided by the Head Teacher and is designed to cover the cost of the activity without affecting the schools budget allocation. Staff costs will always be met by school as will vehicle costs. There are circumstances where the school will contribute towards an activity, but if the school does not receive sufficient voluntary contributions, the school may decide to cancel the activity. If the activity goes ahead, it will include children whose parents have not paid any contribution. In these circumstances the school would not treat these children differently from any others.

Parents have a right to know how each trip is funded and the school will provide this information on request.

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## **Residential Visits for Curriculum Activities**

If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, no charge is made for the education element. A charge will, however, be made to cover the costs of board and lodging. Activities which take place out of normal school hours, costs of hiring trained staff for specialist activities will be charged in addition to board and lodgings. Icknield staff costs and vehicle costs will be met by school.

## **Swimming**

The school organises swimming lessons for all children. These take place in school time and, and although they exceed the National Curriculum requirement, the school does not levy a charge to parents.

## **Gym Club**

The school occasionally organises gym club for groups of children. These take place in school time and, and although they exceed the National Curriculum requirement, the school does not levy a charge to parents

## **Horse Riding**

The school organises horse riding sessions provided by RDA. These take place in school time and, and although they exceed the National Curriculum requirement, the school does not levy a charge to parents

## **After School Activities**

The school offers additional after school activities. The cost of running these clubs will be charged to parents. For those pupils under 16 years of age who attract pupil premium funding, one club per half term will be funded by the school. All further clubs will be charged. Refunds will be made if a club does not run, however no refund is due if a pupil misses a club, e.g. due to sickness.

## **Damages or Breakages**

A pupil responsible for non-accidental damage to school property, such as books, equipment, windows etc., will render the parent liable for the cost of repair or replacement. In cases of accidental damage to personal property within school an application can be made to the Head Teacher to cover full payment at their discretion or refer to the Chair of Governors if the claim is considered to be excessive. In any matter of dispute arising over interpretation, the Governors will be guided by the DfE and the County Council regulations currently in use.

## **Uniform**

School present parents with a cardigan or sweatshirt on admission to the school and/or transfer to the Secondary part of the school. Children's cardigans and sweatshirts are available for sale from the school office at cost price. Adult sizes reflect VAT. School also arranges for children's garments to be embroidered with the school logo at cost price.

School does not accept responsibility for lost or damaged articles of clothing or any personal possessions.

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## **Minibus**

School currently has a number of HCC minibuses, school minibuses and people carriers. The HCC minibuses are used daily to provide home to school transport and HCC reimburse school for the driver's salary.

Icknield uses all vehicles during the school day and after school when necessary. A bus plan is kept on the wall of the staffroom for reservations. Details of journeys made and the name of the driver is maintained using a HCC daily record sheet.

Icknield allows MENCAP and other special schools to use the school buses for clubs during weekends and school holidays which involve Icknield students and others providing they put in fuel and they are not pre-booked by Icknield. They are currently charged at the standard mileage rate plus VAT.

All income and expenditure for school vehicles is processed via the official fund.

School does not permit the school vehicles to be used by private individuals or for private use by HCC employees as they are not insured for this purpose.

All drivers of the minibuses must be MIDAS trained.

**Reviewed by:** Sean Cannon

**Date:** May 2024

**Date to be reviewed:** May 2027