

THE WESTGATE SCHOOL

Hampshire's First 4-16 'All Through' School

*"The Westgate School is a community of learners where partnerships inspire success for all:
learning together – achieving excellence"*

Headteacher: Mrs F A Dean, MA (Ed)

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| Initial Policy date | May 2010 | Next scheduled review | September 2024 |
| Governor approved | September 2023 | Key person/people | Finance Manager/HT |
| Model Policy | Yes | Model localised | |
| Pupil leadership team review | N/A | Rotherly Day Nursery variations in policy | Yes / No |

ASSISTED INSTRUMENTAL PURCHASE SCHEME (AIPS)

Principles:

The Westgate School supports the Assisted Instrumental Purchase Scheme (AIPS). The scheme is based upon HMRC's concession regarding sales closely related to education. Eligibility is based on all the following criteria being met:

- The pupil must be in full-time education at a Local Authority school.
- The pupil must have at least one whole term's music education left within the LEA
- The pupil must be receiving music tuition by a teacher employed at the school or Music Service
- The pupil must be involved in the school orchestra/concerts.
- The instrument must be appropriate for the pupil's needs.
- The instrument must be portable.
- The instrument must change hands on Educational premises.

Practice and Procedure

- The school must place the order for the instrument and accept the delivery.
- The school must be invoiced – enabling them to recover the VAT.
- The transaction between the pupil and the school must take place on LA or school premises in a room that is normally used for teaching.
- The instrument must be appropriate to the pupil's needs and ability.
- The instrument must be portable and taken to school on a regular or weekly basis for use during lessons (from either the school or the local authority's education department); and the school must sell the instrument to the pupil at cost price.

Parents who wish to discuss this scheme further or take up the opportunity should, in the first instance, contact the Head of Performing Arts with a letter outlining the request.

Rotherly Day Nursery variations: Not applicable.