



Learn, Laugh, Love

CHARGING and REMISSIONS POLICY

INTRODUCTION:

This Charging and Remissions Policy complies with statutory requirements, has regard to the Authority's Policy Statements on charging and is reviewed on an annual basis by the school Governing Body's Resources Committee.

Aims and Objectives:

The aims of this Policy are to:

- Set out what the school will not charge for, what it will make a charge for or request a voluntary contribution towards, from parents/guardians.
- Clarify how charges will be determined, so parents and guardians understand why requests for payment are sometimes made for some activities.

Activities without charge:

There will be no charge for the following activities:

- Education provided wholly or mostly during school hours. This includes the supply of any materials, books, instruments, other equipment and also transport provided in school hours to carry pupils between the school and an activity.
- Education provided outside school hours if it is part of the National Curriculum
- Instrumental and vocal music tuition, which is part of the National Curriculum

Voluntary contributions:

The school may ask for voluntary contributions towards the cost of school-time activities to assist with funding, subject to the following conditions:

- Any children of parents who do not wish to contribute will not be treated any differently.
- Where there are insufficient contributions to make the activity viable, the activity will be cancelled.

Chargeable activities:

The school may recover the full costs of the following activities, which may be provided directly or through commissioned services but charges will not exceed actual cost:

- Educational or other activities provided wholly or mainly outside school hours, which are not:
 - (a) Part of the National Curriculum.

(Note: This could include before and after school clubs run by the school).

- Board and lodgings on residential visits (subject to remission arrangements).

- Provision of materials/ingredients for subjects such as Art & Design or Food Technology, where pupils take home a finished product.

Remissions Policy:

Charges for '*chargeable activities*' may be fully or partially remitted.

Details of any remission arrangements will be made clear when parents are informed of charges for individual activities.

Adopted 26.1.15

Policy Review Date: October 2016

Next Review Date: Autumn 2017