

NORDEN COMMUNITY PRIMARY SCHOOL

CHARGING AND REMISSIONS POLICY

OVERVIEW

The education we provide wholly or mainly during school hours will be free of charge but on some occasions a 'voluntary' contribution towards the cost of an activity may be requested by the school and parents/carers will be free to decide whether or not to contribute. This policy sets out the principles upon which the school will operate charges and remissions

INTENT

1. To make clear what will be provided without charge and what will be offered with a charge being made.
2. To clarify what is meant by any request for voluntary contributions.

IMPLEMENTATION

1. No charge will be made for admitting pupils to school.
2. Transport or admission costs for swimming lessons or for visits to museums, etc. during school hours will be met by the school.
3. The school may request voluntary contributions towards the cost of some activities planned during school hours.
4. Where parents/carers are asked for a voluntary contribution towards the cost of: an activity which takes place during school hours; school equipment or school funds generally, the contribution will be genuinely voluntary, and pupils of parents/carers who are unable or unwilling to contribute will not be discriminated against.
5. Where there are insufficient voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then it will be cancelled.
6. On residential trips that take place wholly, or mainly, during school hours the school will charge for the cost of board and lodging at the actual cost of the provision.
7. Children whose parents/carers are in receipt of some specific support payments will, in addition to having a free school lunch entitlement, also be entitled to the remission of these charges. A similar entitlement will apply where the trip takes place outside of school hours but it is necessary as part of the National Curriculum or the syllabus for religious education.
8. Where music tuition or singing tuition is not an essential part of the National Curriculum charges may be made.
9. A school residential holiday outside normal school term time will be an optional activity and will be charged at cost to those parents/carers wishing their children to participate.

10. Where a parent/carer has paid for an activity e.g. a theatre visit and their child is unable to attend a refund will not normally be given. Any exceptions will be solely at the headteacher's discretion.

IMPACT

The funding of activities will be a clear and open process understood by all. We intend that our charging and remissions policy will be in line with that of the LA and that it will meet the requirements of the law.

Policy updated March 2023

Policy approved by Governors March 2023

Policy to be reviewed March 2024