

Charnwood Primary School



Charging and Remissions Policy

June 2016

Reviewed	Date:	June 2016
	By:	Ms N Jassat (HT) & Mrs R Ahmad (SBM)
Agreed at the Governor Committee Meeting Finance & Personnel	Date:	13 July 2016
	Signed by Chair of Committee:	Mr M Karim
Ratified by FGB	Date:	22/09/2016
Next review	2 Years	June 2018

Revision History

Date	
08/12/2014	Ms N Jassat
23/06/2016	Ms N Jassat & Mrs R Ahmad

The Education Reform Act (1988) introduced new provisions on charging for school activities. The purposes of these provisions are:

- To maintain the right to a free school education
- To ensure that activities offered as part of the National Curriculum and wholly within normal school time should be available to all pupils, regardless of their parents' ability or willingness to help meet the cost
- To give educational authorities and schools the discretion to charge for optional activities provided wholly or mainly out of school hours
- To confirm that schools may invite voluntary contributions for the benefit of the school in support of any activity organised by the school, either in or outside school hours

The Governors believe that activities such as swimming and educational visits are an extension to, and an enrichment of the curriculum. They have adopted the LA Policy of Charging for School Activities, which allows the school to ask for voluntary contributions from parents to support these activities. The policy is reviewed every two years.

Introduction

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum.

Voluntary Contributions

- When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not paid at all or the full contribution. We do not treat these children differently from any others.
- If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded. The school provides this information on request. In the case of Residential trips when school has to make a commitment in advance, any deposit received from the parents will be non-refundable.

• The following is a list of additional activities organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to the theatre;
- school trips;
- musical events.

Swimming

The school organises swimming lessons for children from Year 3/4 only. These take place in school time and are part of the National Curriculum. We ask for a voluntary contribution of £1.00 per week per child for the swimming lessons. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

Pupil Premium

If we receive Pupil Premium funding for a child then we will not request a contribution for trips/swimming etc.

Example of a paragraph in a trip letter:

The cost of the trip is £..... which covers the entrance fee for your child. If we receive Pupil Premium funding for your child the school will pay for the trip. (If your child has been **registered as eligible for free school meals** at any point in the last 6 years we will receive pupil premium funding for them). If you are unsure if the school receives pupil premium funding please contact the school. If we do not receive sufficient voluntary contributions to cover the cost we may have to cancel the trip.

Lunchtime/After school sport and creative activities

The school offers additional activities after school and during lunch breaks. We reserve the right to make a small charge for these sessions. Essentially, the school covers the costs for all clubs and interventions.

Loss, damage and breakages

In cases of loss, damage or breakages of school books or activity equipment on loan to parents the school will make a charge to cover the cost of replacement.