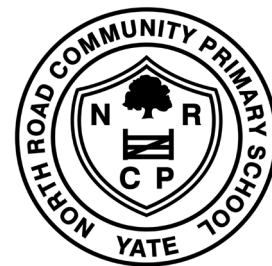


# North Road Community Primary School

## Policy for charging and remissions



Author/Person Responsible	Chair of Resources Committee
Date of Ratification	November 2021
Review Group	Resources Committee
Ratification Group	Full Governing Body
Review Frequency	Bi-annually Subject to LA and/or national policy change
Review Date	November 2021
Previous Review Amendments/Notes	November 2015 November 2017 November 2019
Related Policies	
Chair of Governors Signature	

### INTRODUCTION

The governing body recognises the valuable contribution that the wide range of additional activities, including clubs, trips and residential experience, can make towards pupils' personal and social education. The governing body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

The legislation governing the charging for school activities is set out in the Education Act 1996, Sections 449-462.

Changes may become necessary in the future and these will be publicised as and when they affect North Road Community Primary School.

### SCHOOL VISITS / FIELD TRIPS

These will be proposed as and when appropriate to support the children's education. As the school does not have sufficient funds to pay for such visits, parents/carers will be asked to make a voluntary contribution to cover the cost of each visit. When there are not enough voluntary contributions to make the activity possible and there is no way to make up the shortfall, the activity must be cancelled. No pupil will be left out of an activity because his/her parents cannot or will not make a contribution. This policy will be explained to parents/carers when details of the visit or trip are distributed.

### PERFORMANCES IN SCHOOL

Parents/carers may be asked to make a voluntary contribution towards the cost of performances and concerts from outside organisations that are held within the school day.

### RESIDENTIAL ACTIVITIES

Charges will be made to cover costs incurred for board and lodgings, activities and transport.

### DESIGN & TECHNOLOGY MATERIALS

No child will be excluded from taking part in such activities as cookery, pottery, craft or needlework if his/her parents/carers are unwilling or unable to pay for materials, ingredients or the cost of the finished article. If the parent/carer does not make a voluntary contribution towards providing the resources these will be supplied by the school but the finished article or cookery item will remain the property of the school.

## **MUSICAL INSTRUMENT TUITION**

Charges will be made for teaching an individual child, or groups of up to six children, to play a musical instrument. The actual cost will be determined by the number of pupils having tuition divided into the amount the school is charged by an outside provider. A small levy may be charged for the purchase, repair and replacement of instruments and their cases.

## **CLUB ACTIVITIES**

Government legislations allow schools to charge for activities taking place outside normal school working hours, i.e. lunchtimes, before school or after school. However, the school strives to provide many free clubs lead by class teachers and teaching assistants. The school may host after school clubs provided by an outside agency and a small charge will be made to cover the cost of this club.

## **REMISSIONS**

Where the parents of a pupil are in receipt of income support or Universal Credit or Pupil Premium, the Governing Body may remit in full the cost of the school trip or board and lodging for any residential activity that it organises for the pupil if the activity is deemed to take place within the school hours or where it forms part of the syllabus for the National Curriculum.

In other circumstances, there may be cases of family hardship, which makes it difficult for pupils to take part in particular activities for which a charge is made.

When arranging a chargeable activity, the School will invite parents to apply in confidence for the remission of charges in part or full. The Head Teacher will make authorisation of remission up to a limit of £500 per annum, above which they shall consult with the Chair of Governors. The funds available for remissions are very limited so that activities, which would exceed the remission budget, may have to be cancelled.

## **DAMAGE TO SCHOOL PROPERTY**

It is the wish of the governing body that parents/carers will be asked to pay for damage to school property and premises when their child is found to have wilfully damaged any item of school property or part of the premises.

## **GENERAL**

The governing body may, from time to time, amend the categories of activities for which a charge may be made.

Nothing in this policy statement precludes the governing body from inviting parents/carers to make a voluntary contribution towards the cost of providing education for pupils.

Signed:

Date:

Date of Policy – November 2021

Review date - November 2023