



# Princes Primary School

## Charging and Remissions Policy

March 2019

The Governing Body of Princes Primary School recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences, can make towards pupils' 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.

### **CHARGES**

The governing body reserves the right to make a charge in the following circumstances:

- The full cost to each pupil of all approved activities deemed to be optional extras taking place outside school hours (i.e. residential trips, the use of the hydro pool at weekends)
- The full cost to each pupil of all approved activities deemed to be optional extras taking place during school hours. (i.e. horse riding)
- The cost to the pupil for providing any instrumental tuition not part of normal LA peripatetic provision.
- Printing costs as set out in the publication scheme.
- The cost of materials, ingredients, equipment (or the provision of them by parents) for the following subjects: Food Technology, DT, Science, Art/Craft (the Governing Body reserves the right to charge for ingredients and materials or require them to be provided if the parents have indicated in advance that they wish to own the finished product).
- School Uniform
- The hiring of any part of the school premises (see Lettings Policy)

The Governing Body may, from time to time, amend the categories of activity for which a charge may be made.

Nothing in this policy statement precludes the Governing Body from inviting parents to make a Voluntary Contribution towards the cost of additional activities which take place in school time.

Teachers will make requests for contributions towards specials outings, visits etc. There is no obligation to contribute, it is purely voluntary and pupils at the school will not be treated differently if contributions have not been made, although parents may be advised that the continuance of an activity may depend upon voluntary contributions. Once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions.

## **REMISSIONS**

Where the parents of a pupil are in receipt of income support or family credit, the Governing Body will offer to remit in full the cost of full board and lodging for any residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the National Curriculum.

The Governing Body may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents will be invited in confidence for the remission of charges in full or in part. Authorisation for such remission will be made by the Head teacher in consultation with the Chair of the Governing Body.

This policy will be reviewed on an annual basis by the Finance & Personnel Committee.