



Charging and Remissions Policy Statement

RATIONALE

The Governing Body of Paganel 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.

CONTEXT

The law states that education provided during school hours must be free. This definition includes materials, equipment and transport provided in school hours by the Local Authority or the School. No pupil may be left out of an activity because their parents cannot or will not make a contribution of any kind.

AIMS

- To make school activities accessible to pupils regardless of family income.
- To provide a process which allows activities to take place at a minimum cost to parents, pupils and the school and;
- Which acknowledges the cost of such activities to the school's budget, specifically using Pupil Premium and/or Sports Premium funding.

CHARGES

The governing body reserves the right to make a charge in the following circumstances for activities organised by the school:

- Residential activities taking place largely during school hours (eg. Peckwood)

Activities outside School Hours

After school activities/clubs are generally provided free of charge eg. football, netball, choir etc.. However, the school reserves the right to make a charge to each pupil of certain approved activities when optional extras that are not a necessary part of the national curriculum are deemed to be involved.

Swimming & Instrumental Tuition

There is no charge made for any child in relation to attending swimming lessons, including transport to/from the swimming pool. There will not be a charge for curriculum instrumental tuition but there will be a charge for elective additional music tuition.

REMISSIONS

There will be no obligation for any parent to make a voluntary contribution towards the cost of school activities and to the School Fund. Pupils will not be treated differently whether or not their parents have made a contribution.

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. The Headteacher in consultation with the Chair of Governors will make authorisation for such remission.

VOLUNTARY CONTRIBUTIONS

Voluntary contributions may be requested from parents to cover/part cover the cost of the following activities:

cost of special, additional/extra materials; bus fares/other transport costs; entrance fees; school visitors etc...

In the event of insufficient voluntary contributions or funds being available the activity may be cancelled.

GENERAL

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 Board from inviting parents to make a voluntary contribution towards the cost of additional activities, which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions.

Freedom of Information Charges

Charges may be made for information subject to a charging regime specified by Parliament.

Charges may be made for actual disbursements incurred such as:

- photocopying
- postage and packaging