

# Warton Nethersole's C. of E. Primary School



## Charging and Remissions Policy

### CONTEXT

The Governing body cannot charge parents and pupils for any activity unless it has drawn up a charging policy. Charges per pupil cannot exceed the actual costs incurred, which mean that pupils who can pay should not be charged extra to cover the costs of those who cannot afford to. The Governing Body must not charge for any activities which take place when the school is actually in session, excluding the break in the middle of the day. The exception is musical instrument tuition for individual pupils, or small groups of pupils, as long as such teaching is not an essential part of the National Curriculum or a public examination syllabus being followed by the pupil(s). If the school wishes to run an activity during the school day for which it would need contributions from parents or others, it can invite voluntary contributions. However, no child should be excluded from such activity because his or her parents cannot or will not contribute. The school can charge for optional, extra activities provided mainly or wholly outside school hours as long as such activities are not an essential part of the National Curriculum or religious education. Activities which are an essential part of the syllabus for an approved examination must be provided free.

Chapter 23 of **A Guide to the Law for School Governors** and D f E guidance **Charging for School Activities** provides further detailed guidance.

The Governing Body of Warton Nethersole's C.E. Controlled Primary School recognises the valuable contribution that a 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 for activities organised by the school.

- School Journeys in school hours.  
The board and lodging element of approved residential activities deemed to take place in school hours.
- Activities outside school hours.  
The full cost to each pupil of all approved activities deemed to be optional extras taking place outside school hours.
- Individual instrumental tuition  
The cost to the pupil for providing any instrumental tuition not deemed to be part of normal LA peripatetic provision.
- Charging in kind  
The cost of materials, ingredients, equipment (or the provision of them by parents) for the following subjects: Design and Technology, 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.

- Lost school equipment, books etc.  
Parents will be expected to replace or purchase items of lost property.
- Breakages and damages to school buildings, furniture or property.  
Parents should be aware that wilful damage to school buildings or property may be charged to parents by the school.

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. 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.

## **REMISSIONS**

Where the parents of a pupil are in receipt of Income Support or Family Credit, the Governing body may from time to time decide to remit all or part of the cost of activities at their discretion. When arranging a chargeable activity such parents will be invited in confidence for the remission of charges in full or part. Authorisation for such remission will be made by the Head Teacher in consultation with the Chair of Governors.

Next review date autumn 2020