

St Michael's CE Primary School

Charging and Remissions Policy

The Governing Body of St Michael's CE 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 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 part of normal LEA peripatetic provision
- **Charging in Kind**
Where parents indicate in advance that they may wish to own the finished product of a practical activity, they may be asked to provide or pay for the ingredients, materials, equipment, etc. used in activity. No child will be at a disadvantage because of a parent's unwillingness or inability to contribute in this way
- **Breakages**
- The Governing Body reserves the right to ask parents to contribute towards cost of replacement items incurred as a result of breakage, loss or damage to books, equipment and any materials other than resulting from normal fair wear and tear

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 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. The School reserves the absolute right to determine whether the level of voluntary contributions is sufficient to enable the activity to take place.

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. The Headteacher in consultation with the Chair of Governors will make authorisation for such remission. Any further remission charges will be at the absolute discretion of the Governing Body.

Reviewed, no changes required and agreed 5th November 2010

Reviewed, no changes required and agreed 8th December 2011

Date 08/12/2011

Signed Andrew C A Stephens