

Kingston St Mary Church of England Primary School



Charging & Remissions Policy

This policy is set in accordance with the Local Authority Finance Policy.

BACKGROUND/GUIDING PRINCIPLES

The school aims to reinforce the curriculum and related topic work with additional opportunities to learn from visits and activities outside the classroom. The school has to find a balance between maximising the number of these additional beneficial activities and minimising the financial burden on parents. At all times parents are welcome to discuss with staff in complete confidence any concerns they have with charging arrangements.

KINGSTON ST MARY CHARGING POLICY

The LA has introduced a charging policy, which has been endorsed by the Governing Body. The authority has followed the principle that many of these activities presently supported on the basis of voluntary contributions should continue. However it should be recognised that where voluntary contributions are not sufficient to cover the majority of the cost of the activity, it may be necessary to cancel that activity.

Where financial contributions make it realistic to continue with a planned activity in curriculum time no child will be excluded from that activity because their parents will not or cannot pay.

No fees or contributions are required from children where families meet the current eligibility criteria for Free School Meals. No charge will be made for any activity in or outside school hours where it is directly related to the National Curriculum. An exception to this is the charges made for musical tuition to individuals or groups up to four.

The Governors very much hope that parents will continue to support visits and activities through voluntary contributions.

This policy to be reviewed every 2 years.

Charges for School Activities

The school has the discretion to charge for optional activities provided wholly or mainly out of school hours, and the right to invite voluntary contributions for the benefit of the school or in support of any activity organised by the school whether during or outside school hours.

The Governors will operate the following policy on charges and contributions for school activities where such activities involve additional expenditure.

Charges

Charges will be made in the following circumstances:

The provision of swimming in school time.

Parents will be asked to contribute towards the cost of the lesson and swimming teacher, and if provided the cost of transport.

Ingredients and materials for cooking and CDT (Craft, Design and Technology):-

Materials will be charged for, or parents will be required to supply these, if the parents

have indicated in advance a wish to own the finished product.

Activities which take place wholly or mainly outside school hours and which are not a statutory part of the National Curriculum: eg outings, visits, cricket coaching, cycling courses.

Charges will be made for all or part of a pupil's travel costs, board and lodging costs, materials and equipment, entrance fees, non-teaching staff costs, any insurance and costs of engaging teaching staff specifically for the activity.

Activities which involve pupils in nights away from home:-

Charges will be made for board and lodging. Families receiving Income Support or Family Credit will be exempt from board and lodging charges.

Voluntary Contributions

Voluntary contributions will be sought for activities which supplement the normal school curriculum, eg outings and visits which take place wholly or mainly during school hours; visits to the school by theatre groups and other organisations providing an educational service.

When voluntary contributions are requested the terms of the request will clearly state;

- 1) there is no obligation to contribute
- 2) pupils will not be treated differently according to whether or not their parents have made a contribution.
- 3) the proposed activity may not take place unless a substantial majority of parents contribute.
- 4) a suggested amount for a contribution.

First Approved: 2nd December 2013

Due to be reviewed: Autumn 2015

Reviewed Spring 2016

Next review due: Spring 2018