

Boundary Primary School



Charging and Remission Policy

Review period: 2 Yearly

Date policy last reviewed: January 2023

Person Responsible for Policy: School Business Manager

The Governing Body of Boundary Primary School recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education. They aim to promote and provide such activities both as part of a broad, balanced and relevant curriculum for our pupils and as additional optional activities.

CHARGES

The Governing Body reserves the right to make a charge, or request a contribution towards, in the following circumstances for activities organised by Boundary Primary School:

- School journeys in school hours
- Board and lodging elements of approved residential activities taking place in school hours.
- Activities outside school hours - up to 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 - the cost of materials, ingredients, equipment (or the provision of them by parents) for the following subjects: D & T, 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.

The Governing Body may from time to time, amend categories of activity for which a charge or contribution may be made. The Governors have considered the issue of charging for various activities and decided that parents will be invited to contribute to the costs involved. **If insufficient payments are made it may be necessary to cancel the activity.** Parents should note that the continuance of an activity may depend upon **contributions**, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of contributions.

REMISSIONS

Where the parents of a pupil are in receipt of universal credit, and eligible to free school meals, the Governing Body may consider the use of Pupil Premium monies for appropriate and agreed activities.

The Governing Body may wish to remit in full or in part the cost of other activities for particular groups of parents, e.g. 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 Headteacher in consultation with the Chair of Governors.

The Education Reform Act 1988 states that no charges should be made for any activities during school time. The Governing Body may, however, request voluntary contributions from Parents.

Additionally, Governors reserve the right to enforce charges for the following:

- board and lodging for all residential trips both in and out of School time,
- musical instrument tuition during the school day if provided at Parents' request,
- non-accidental damage to School property,
- breakages or loss of School equipment and resources,

Voluntary contributions may be requested for specific craft activities.

Charges may be remitted (i.e. waived or reduced as appropriate) for parents in exceptional circumstances, these will be discussed with the Headteacher on a case by case basis.