



CHARGING AND REMISSIONS

Nominated Lead Member of Staff: Head of School
Status & Review Cycle: Statutory Triennial
Next Review Date: September 2019

1. Statement of intent

The Governors of St John's Primary School aim to provide a broad, balanced curriculum for all pupils at the school. It is recognised, however, that many educationally valuable activities like clubs, trips and residential experiences have been, and will continue to be, dependent on financial contributions in whole or in part from parents. Without that financial support, the school would find it impossible to maintain the quality and breadth of educational experiences provided for the pupils. The purpose of charging for extra-curricular activities is to cover the activity's costs, and not to incur any disproportionate drain on school resources. Charging is not a policy to raise income for the school.

2. Aims

Although there is no obligation for parents to make financial contributions for activities, it is the school's aim to request a contribution on the understanding that if enough money is not raised, then the activity may be cancelled.

3. Charging Policy

The Governing Body reserves the right to make a charge for the following activities:

3.1 Excursions

For day and part-day educational visits during school hours, parents will be asked to make a voluntary contribution to meet the cost of the visit. Every effort will be made to keep these costs down to a reasonable level, but where voluntary contributions are insufficient to cover the costs involved, the excursion may be cancelled.

3.2 Out of hours activities

There will be no charge for those clubs which take place at lunch times or after school unless charges are made for attendance at such clubs by outside agencies. In such a case, parents will be requested to pay the full cost charged by the agency.

3.3 Residential Trips

Parents will be charged the actual cost of providing board and lodging to each participating pupil.

Governors will also request that travel, pocket money and entrance fees be covered by a voluntary payment to enable the visit to take place. Where the parents/carers of a pupil are in receipt of income support, family credit, disability working allowance or income based jobseekers allowance (or there may be cases of family hardship which make it difficult for pupils to take part in particular activities for which a charge is made,) the Governing Body will ask parents to apply in confidence for the remission of charges in part or in

full. Authorisation of remission will be made by the Head of School in consultation with the Chair of Governors.

3.4 Swimming Lessons

Parents will be asked to make a voluntary contribution towards the costs of providing swimming lessons.

3.5 Classroom Materials

No charge will be made for materials and equipment. Where parents would like to possess the finished article, however, the school reserves the right to make a small charge for the materials used, or to require that ingredients or materials are provided, e.g. cooking.

4. Breakages and damage to school buildings, furniture or property

Wilful damage to school buildings or property will be charged to parents. The costs so charged may be full or partial at the school's discretion. A charge is unlikely to be made for accidental breakage, unless the student was not heeding previously stated safety procedures. The recovery of the full cost of deliberate breakage or vandalism will be sought by the School

Date written: January 2016