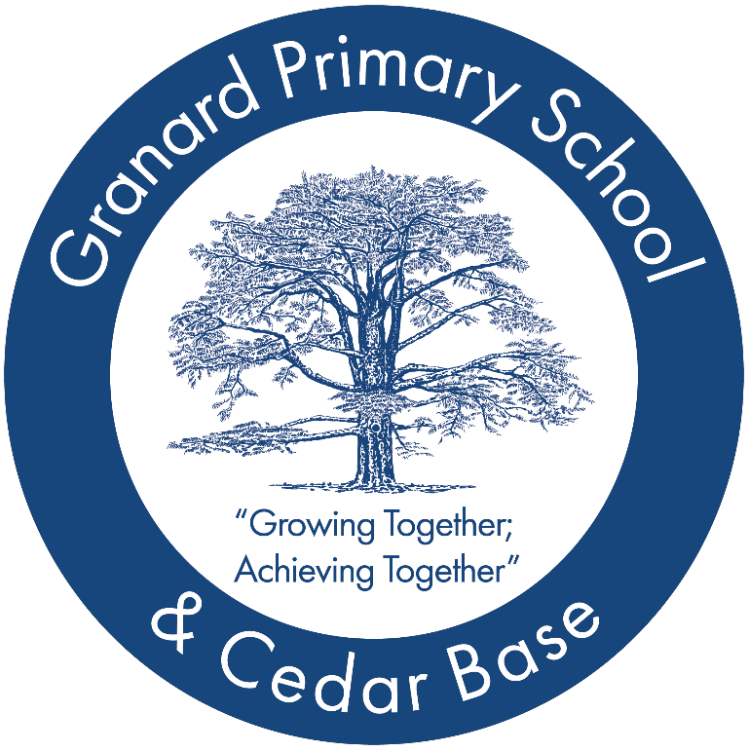
Granard Primary School



Charging and Remissions Policy

OCTOBER 2023

Review Due: October 2026

Introduction

This Charging and Remissions Policy complies with the DfE statutory guidance on Charging for School Activities. The Governing Body upholds the principle of free education but recognises that there are many additional activities which take place both within and outside school hours including Clubs and trips which make a valuable and social education.

Aims

The aims of this Policy are to:

- set out what the school will not charge for
- set out what it will make a charge for or request a voluntary contribution from parents/carers
- clarify how charges will be determined so parents/carers understand why requests for payment are sometimes made for some activities

Activities without Charge

There is no charge for:

- education provided during school hours. This includes the supply of any materials, books, instruments or other equipment
- education provided on any trip that takes place during school hours
- transport provided in school hours to carry pupils between the school and an activity i.e. sports events
- education provided outside school hours if it is part of the national curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education
- instrumental or vocal tuition (i.e. Wider Opportunities), which is part of the National Curriculum for pupils learning individually or in groups
- entry for a prescribed public examination, if the pupil has been prepared for it at the school
- After School/lunch time clubs which are run by school staff, although a small charge made be made for resources

Activities which are Chargeable

We **can** charge for:

- any materials, books, instruments or equipment where the child's parent wishes him/her to own them
- provision of materials/ingredients for subjects such as Art and DT where pupils take home a finished product
- music and vocal tuition, which takes place during the school day and which has been requested by parents/carers
- certain Early Years provision
- community facilities
- After School Clubs which are provided by an outside agency
- optional extras such as educational or other activities provided wholly or mainly outside school hours which are not:
    - part of the National Curriculum

- part of a syllabus for prescribed public examination, which the pupil is being prepared for at school
- part of Religious Education

Any charge made in respect of individual pupils must not exceed the actual cost of providing the optional extra activity and must be divided equally by the number of pupils participating. It must not, therefore, include an element of subsidy for any other pupils wishing to participate in the activity whose parents are unwilling or unable to pay the full charge.

Where a school activity requires pupils to spend nights away from home, the school is allowed to make a charge for board and lodging. Children who are entitled to Free School Meals (FSM) are exempt from paying for the full cost of board and lodging on residential visits and can apply for assistance.

Voluntary Contributions

When organising school trips and visits which enrich the curriculum and educational experience of the children, the school asks for voluntary contributions from parents/carers. The cost of providing an activity will not exceed the actual cost and will be divided equally by the number of pupils taking part. If the activity cannot be funded without voluntary contributions this will be made clear to parents/carers at the outset. There is no obligation to make any contribution. No child will be excluded from an activity simply because his/her parents/carers are unwilling or unable to pay. We do not treat these children differently from any others. Where there are insufficient voluntary contributions to make the activity viable, the activity may be cancelled, however, the school may provide for any shortfall in the cost of a trip or visit.

The following is a list of additional activities organised by the school, which may require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:-

- visits to museums/occasional venues
- sporting activities
- outdoor adventure activities
- visits to the theatre
- musical events
- residential visits

Music Tuition

- All children study music as part of the normal school curriculum. We do not charge for this.
- The peripatetic music teacher teaches individual or small group lessons for which parents are expected to pay, if they choose to take up this service. We give parents information about such additional music tuition at the start of each academic year.

Swimming

The school organises swimming lessons for all. These take place in school time and are part of the National Curriculum. We make no charge for this activity as the school meets the costs of the upkeep of the pool and swimming instructors and swimming at Putney Leisure Centre.

Breakages

If a pupil's behaviour results in damage to or loss of school property, the school may ask parents to pay for the cost of replacement or making good.

Remissions

There may be cases of family hardship which may make it difficult for pupils to take part in particular activities for which a charge is made. When arranging a chargeable activity, the Governing Body may invite parents to apply in confidence for the remission of charges in part or full.

Reviewed: October 2023

Review Due: October 2026

Approved by: Governor: ……..

Name: ……..…….. Date: ……

Headteacher: ……

Name: …….. Date: ……