

## **Charging and Remissions Policy**

### **Introduction**

This document forms part of the financial arrangements of the school and sets out why and how we charge for school activities.

### **Aims**

To ensure that

- The charging arrangements are clear to all
- The allocation of resources promotes the aims and values of the school
- Resources are targeted on improving the quality of provision for pupils and thereby raising achievement.
- The principles of Best Value are applied where applicable
- The education provided at our school is free for all pupils.

There are, however, some instances where we will ask parents and carers for a contribution towards specific costs incurred by the school.

These include:

- A contribution of £5.00\* towards the replacement of a lost library book/ home reader
- A contribution towards the cost of repair or replacement of any item deliberately damaged.

If a family cannot or will not pay we will not exclude the child from borrowing books but will track their books very closely.

### **Voluntary contributions**

We aim to enhance the learning experience we offer through educational visits or through visitors to school. We will always seek best value in organising these experiences and seek good quality opportunities that do not incur a cost where possible.

In-School activities that are designed to enhance the curriculum will always be funded from school revenue wherever possible.

## **Educational Visits**

We may ask parents for a voluntary contribution of approximately 50% of the cost per child for no more than 2 visits per year. No child will be excluded from these visits on the grounds of non-payment, although we may have to cancel a visit if insufficient contributions are received.

Information about costs will be shared with parents when the visit is planned.

We will fund the cost of visits for disadvantaged pupils from our Pupil Premium funds.

## **Extracurricular activities**

We aim to provide as many after school activities as we can from the school budget.

Where there are charges for extracurricular activities the contribution asked from parents will be calculated to cover costs and no "profit" will be made. Charges will not be used to subsidise the costs for other children. A minimum number of children will be required to make the club viable and to keep costs as low as possible and parents will be asked to pay in advance in order to secure the viability of the club.

Disadvantaged pupils will not be required to pay and this will be made clear to parents.

## **Equal opportunities**

No child will be excluded from any school activities on the grounds of non-payment.

Disadvantaged pupils will not be required to pay. Payment arrangements will be organised discreetly.

## **Fundraising**

Any additional income funds raised by the school (not the PTA) through fundraising will be used entirely to fund activities for the children attending the school.