



# Charging and Remissions Policy

Last review date

May 2021

Reviewed by

Full Governing Body

Next review date

May 2022

## **CHARGING AND REMISSIONS POLICY**

### **Introduction**

At Broadwood our policies are regularly reviewed. This reflects current practice within school and all related government guidance and statutory requirements.

### **Rationale**

All education during normal school hours is free. There will be no charge for any activity undertaken as part of the National Curriculum. The school provides all books and equipment to be used at school.

The school recognises the valuable contribution that the wide range of additional activities, including trips and residential experiences, can make towards pupil's personal and social education. We always try to subsidise the cost of the visit and it is our policy that every child should have the opportunity to go. The school will ensure that on no occasion where charges may be levied, as for example, for residential or other visits, any pupil is disadvantaged solely by their inability to pay.

### **Aims & Objectives**

The school will:

Support every child to achieve their full potential; socially, physically, morally and educationally by providing additional activities. Sensitively make charges and ask for voluntary contributions where appropriate.

### **Charges**

The School may charge for activities that are outside of the school curriculum and are not related in whole or in part to the National Curriculum (for example, full or partial costs of residential trips outside school hours).

Any charge may not exceed the actual cost of providing the activity divided equally by the number of pupils participating in the activity.

### **Voluntary Contributions**

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school will invite parents to contribute to the cost of the trip. All contributions are voluntary. If insufficient voluntary contributions are received, it may be necessary to cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. These children will not be treated differently from any others. If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, the child will be allowed to participate fully in the trip or activity. It may be necessary for the school to pay the additional costs in order to support the visit. Parents have a right to know how each trip is funded. The school will provide this information on request.

The following is a list of additional activities or costs which may be organised by the school and for which voluntary contributions from parents may be required:

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to the theatre;
- school trips which incur entry fees or transport costs;
- musical events;
- artists or drama workshops held in the school;
- cooking or art activities during the school day but only if the pupil takes the item home and the teacher has advised the parent/s prior to the activity.

This list is not exhaustive.

### **Residential Visits**

If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, there is no charge for the education. However, a

charge to cover the costs of board and lodging and a voluntary contribution for transport and activity costs will be sought. If parents are experiencing financial difficulty they are invited to discuss the matter in confidence with the Headteacher.

### **Music Tuition**

All children study music as part of the normal school curriculum. There is no charge for this. There is a charge for individual or group music tuition if this is not part of the National Curriculum.

### **Swimming**

The school organises swimming lessons for all children. These take place in school time and are part of the National Curriculum. We make no charge for this activity.

### **Damage and Breakages**

Parents will be asked to pay for the cost of replacement or repair of any property and equipment, where the School considers the damage or loss to be the fault of the pupil's misbehaviour or negligence.

### **Remissions**

- The school will give consideration to the remission of charges to parents or carers who receive certain benefits.

Children of families who receive these payments may also be entitled to free school meals. Families who wish to be considered for remission charges (where the school decides to subsidise part or all of the payment for certain activities), should apply to the Headteacher. All applications will be dealt with confidentially.

### **Monitoring & Review**

The Governing Body may from time to time, amend the categories of activity for which a charge may be made. This statement has been informed by 'A guide to the Law for School Governors.'