



Kingsley Primary School

Charging and Remissions Policy.

Introduction

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

The Governing body upholds strongly the right of all children, regardless of circumstances to take part fully in all educational and enrichment activities and as such operates a core policy of minimal or no charging for such activities, which are subsidised by contributions from the school.

A base amount of £30.00 per child is set aside in the school budget to subsidise 3 trips a year. Residential and other trips will also be subsidised on an individual trip basis see below.

Charges

The Governing Body reserves the right to make a charge in the following circumstances for activities organised by the school.

School Journeys in School Hours

A voluntary contribution may be asked for, for transport provided in connection with an educational visit .

A charge will be made for the board and lodging element of residential activities deemed to take place within school hours. This will be a contributory cost and not the full amount.

Activities outside School Hours

Activities deemed to be optional extras taking place outside school hours will also be subsidised in a similar manner.

Materials & Equipment

The cost of purchase or hire of instruments, materials, equipment or clothing for activities, which take, place outside school hours and which are purely voluntary and optional will be met by the school.(It remains the parent's responsibility to supply school uniform including P.E.Kit). The Governing Body will not charge for materials or require them to be provided for any finished product produced in school e.g. Design Technology

Products.

Examination Fees

Where a pupil has not been prepared for a public examination by the school or where the school has provided no further preparation for a re-sit, the Governing Body may make a charge for the cost of entering the pupil for the

examination if previously agreed by the parents.

If a pupil fails without good reason to complete the examination requirements for a public examination for which the school has paid (or is liable to pay) an entry fee then the Governing Body may recover the fee from the parent as a civil debt.

Music Tuition

Any costs associated with individual or small group tuition in the playing of a musical instrument whether in or out of school hours are met fully by school subsidy.

General

The cost of repairing damage and replacing equipment (lost, defaced or damaged) remains the responsibility of the parents when this damage or loss is the result of their child's behaviour or negligence.

The Governing Body may from time to time, amend the categories of activity for which a charge may be made.

Residential Trips:

The Governing body will ask parents to make a deposit and then a voluntary contribution to support their child's place at residential events (eg Colomendy) The school undertakes to pay a minimum of half the cost and will allow parents to make regular stepped payments over a period of time.

Nothing in this policy statement precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of providing education for pupils.

However, if the activity cannot be funded without voluntary contributions, the governing body or Headteacher should make this clear to parents at the outset. If insufficient voluntary contributions are raised to fund a visit or planned activity then it must be cancelled.

Remissions

The Governing Body may from time to time decide to remit all or part of the cost of activities involving particular pupils. This will be at the Governors' discretion. In other circumstances, 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. When arranging a chargeable activity, the Governing Body will invite parents to apply in confidence for the remission of charges in part or in full. Authorisation of remission will be made by the Headteacher or Deputy on behalf of the Governors. All parents, however, will have the right of appeal to the Governing Body, normally represented by the Chair or Vice-Chair of Governors.

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