



# **Lord Deramore's Primary School**

## **Charging and Remission Policy**

**Prepared by:**

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**Approved by:**

**Finance Committee**

**Date of Meeting:**

**24th June 2019**

**Signature of Chair of Governors:**

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**Date of Approval:**

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## **OPTIONAL ACTIVITIES OUT OF SCHOOL HOURS**

Where the school is involved in making available to a group of children the opportunity to take part in an activity out of school hours, any costs involved will be paid by the parents/carers concerned. Parents will have full information about the activity, including any costs involved, before committing their child to take part.

## **ACTIVITIES WITHIN SCHOOL HOURS**

The school seeks to offer all children, wherever possible, a broad and relevant curriculum. First hand experiences, whether within or outside school, are starting points for learning and understanding. We seek to extend children's in-school experience by including within the curriculum, a variety of activities, visitors and visits.

Where an activity takes place during school hours, (within the definitions of 1988 Act), we want all children to participate, with their parents' consent. We also endorse the basic principle that all education offered to pupils within the school curriculum should be free of charge. However, the costs of out of school visits and outings to places of interest, and other specialised activities, can be substantial and cannot be met from capitation or voluntary school monies. We shall therefore request that, where appropriate, parents make voluntary contributions to meet such costs. No child will be excluded from an activity because of their parents' refusal to pay the specified contribution, although should such contributions not be forthcoming, the School regretfully will have to review whether a particular activity can continue within the curriculum.

## **CRAFT ACTIVITIES - e.g. Baking, Woodwork, Technology**

All children have the opportunity within the school curriculum of taking part in such activities. Children will invariably sample or take home the finished product, and no charge is normally made for this. Costs of materials are usually covered by capitation and voluntary school funds. Donations from parents of suitable materials are always gratefully received.

Some models made in school however contain more expensive elements e.g. motor and batteries. Where such a model is available to be taken home, the cost of this component is identified separately to parents, and the cost of it requested.

## **MUSICAL TUITION**

All children take part in music lessons throughout their years in school. Opportunities are available for those children who wish to learn an instrument to do so. Usually this will involve the children in providing their own instrument, although a stock of recorders is available for use in school.

Information is available on the purchase or hire of instruments. Should additional musical tuition or activities be offered for which the school incurs a cost, the school may require that such cost is met by those who opt to take up the tuition.

## **NON-RESIDENTIAL VISITS**

All children will be offered from time to time the opportunity of being involved in class outings. The costs of the outing (transport and any entrance fee) will be notified to parents and the school will ask for appropriate contribution to be made, on a voluntary basis, by parents. Normally some of the costs of such an outing are offset by school fund monies. No child will be prevented from taking part by the parents' unwillingness to pay the amount requested.

## **RESIDENTIAL VISITS**

The costs of the visit (Board and Lodging, travel costs, entrance fees etc.) will be notified to parents and those who wish their child to take part, excepting those claiming remission, will be required to pay the board and lodging element and asked voluntarily to contribute to the cost of other expenses.

## **BREAKAGES AND FINES**

Where damage or loss occurs to school property e.g. of windows, books etc., because of a pupil's behaviour, the School reserves the right to ask parents to pay the cost of repair or replacement.

## **REMISSIONS**

The School believes that all pupils should have equal opportunities to benefit from school activities and visits both curricular and extra curricular, independently of their parents/carers financial means. To that end the Governing Body has agreed in circumstances of family hardship that they will invite parents to apply, in confidence, for remission of charges in part or in full. Authorisation for such remission will be made by the Headteacher and/or a nominated governor.

## **PREMISES**

For charges relating to hire of premises, please see the school's separate lettings policy.



Approved by Finance Committee

Meeting Date 25 June 2019