

Charging and Remissions Policy

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| Status: | FGB approval received 2012 |
| Statutory policy | Yes |
| Purpose: | To ensure compliance with Section 449-462 Education Act 1996 To ensure compliance with Schools' Financial Regulations and Standing Orders |
| Consultation: | Resources Committee |
| Links with other policies: | |
| Monitoring and evaluation: | Examination of financial records for each activity for which a charge/voluntary contribution is required |
| Date established by Governing Body: | Summer 2012 |
| Date of full implementation: | September 2012 |
| Date of this review: | Summer 2014 |
| Date of next review: | Summer 2017 |

RESOURCES COMMITTEE

Charging and Remissions Policy

PRINCIPLES

We are committed to a free school education for all.

We aim to:

- ensure that education in school is free
- ensure that activities offered wholly or mainly during normal school teaching time should be available to all pupils regardless of their parents'/carers' ability or willingness to help meet the cost
- ensure that there is no statutory requirement to charge for any form of education; however, the school has the discretion to charge for optional activities provided wholly or mainly out of school hours
- ensure that the school has the right to invite voluntary contributions for the benefit of the school or in support of activities organised by the school, whether during or outside school hours

PRACTICES

With the aforementioned aims in mind, it is the policy of this school:

- to continue to request voluntary contributions from parents/carers towards activities organised by the school during school hours
- to continue to support the funding of certain activities. Subsidies may be available for children whose parents/carers are unwilling or unable to make a voluntary contribution
- if insufficient voluntary contributions are forthcoming for an activity and insufficient subsidies are available, then that activity will be cancelled. However, such action will be avoided if at all possible
- optional trips wholly or mainly outside school hours will be charged at full cost. These visits will not proceed where full costs are not met by all those who wish to partake in the activity
- to invite voluntary contributions towards the cost of ingredients, materials and equipment eg. cooking ingredients, inks for ICT work
- to charge for breakages and damage to property including window breakage and cost for graffiti removal
- **Individual Instrumental Tuition.** The cost to the pupil for providing any instrumental tuition not part of normal peripatetic provision.