

GRANGE PRIMARY SCHOOL

CHARGING AND REMISSIONS POLICY

The Governing Body of Grange Primary School wishes to provide the best possible educational opportunities for all pupils. As part of this commitment the Governing Body of Grange 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 continue to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional activities.

This policy explains the legislation governing the charging for school activities as set out in the Education Act 1996: Sections 449–462. It covers what the school may and may not charge for when activities take place, either during or outside of school hours, including residential activities. The need to have charging and remissions policies and requests for voluntary contributions is also incorporated.

CHARGING POLICY

The Governing Body of the school may not charge for anything unless it has drawn up a statement of general policy on charging. The following policy statement will take account of each type of activity that can be charged for and explain when charges will be made. If a charge is to be made for a particular type of activity, for example “optional extras”, parents will be informed as to how the charge will be worked out and who might qualify for help with the cost (or even get it free). This information will be made available to parents if requested.

EDUCATION DURING SCHOOL HOURS

No charge will be made for admitting pupils to Grange Primary School. Education provided during school hours at Grange Primary School is provided free. This includes materials, equipment, and transport provided in school hours by the Local Authority (LA) or by the school to carry pupils between the school and an activity.

“School hours” are those when the school is actually in session and do not include the break in the middle of the school day.

EDUCATIONAL VISITS AND VISITORS:

The school pays for educational visits and visitors during school hours through:

- Voluntary contributions from parents and carers.
- Use of the pupil premium fund from the school budget
- School fund subsidy where applicable.

The cost of an educational visit or visit is made up of:

- Entry or booking fees
- Travel costs eg train tickets and coach hire
- Board and lodgings for a residential visit

Parents will be asked to contribute towards educational visits in line with topic themes. The cost of a visit is capped at £7.50, this would include both transport and entrance fees. Parents and carers may pay in instalments for all visits and visitors.

All pupils are allowed to experience the visits and visitors regardless of payment but if the school does not receive sufficient voluntary funds then the event may be cancelled.

All information relating to the payment method is confidential. Parents are welcome to discuss any concerns with the headteacher.

RESIDENTIAL TRIPS:

Parents are required to meet the cost of the board and lodgings for residential stays at Fairplay House or the barge. Parents on income support will be required to pay £17.50 and parents who are not on income support are required to pay £35.00

INGREDIENTS FOR COOKING:

In the EYFS, a collection tin will be left out once a week for voluntary contributions to pay for ingredients for cooking and sandwich making. No child will be disadvantaged because their parent has been unable to pay.

LOST SCHOOL EQUIPMENT, BOOKS ETC.

Parents may be requested to replace school equipment, books etc which have been lost by the child.

BREAKAGES AND DAMAGES TO SCHOOL PROPERTY

Wilful damage to school buildings or property by a pupil may be charged to parents by the school.

This policy was agreed and adopted by the finance and premises committee March 23rd 2015