



Sir Thomas Abney Primary School

POLICY FOR CHARGES AND REMISSION FOR OUT OF SCHOOL ACTIVITIES

This Charging and Remission Policy sets out the permitted activities for which a charge to parents/carers may be made, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents and carers.

Charges:

- a. **Board and lodgings** on residential trips/school journeys taken in school time, (not to exceed the costs)
- b. **Individual or small group tuition in musical instruments** in or out of normal school hours, unless required as part of the National Curriculum or provided as part of the syllabus of prescribed public examinations.
- c. Any **activities which take place outside**, or mostly outside, normal school hours and which are not provided as part of a prescribed examination syllabus nor required to meet statutory duties in respect of the National Curriculum or religious education.
- d. **Public examination fees** and/or preparation outside school hours for such examination(s) which are not prescribed by regulations.
- e. **Public examination fees from prescribed public examination(s)** where the school has not provided any preparation for such examinations; or where the pupil fails **without good reason** to meet the examination requirements for the prescribed syllabus.
- f. Any other education, transport or examination fee unless charges are specifically prohibited
- g. **Breakages and replacements** as a result of damages caused wilfully or negligently by pupils
- h. **Extra-curricular** activities and school clubs

Remissions:

Children whose parents are in receipt of the following support payments will be entitled to the remission of charges for board and lodging costs during residential school trips. The relevant support payments are: Income Support, Income-Based Jobseekers allowance, support from NASS (National Asylum Support Service), Child Tax Credit and a joint income of no more than £16 190, the guarantee element of State pension Credit

Voluntary Contributions:

The Governing Body will seek voluntary contributions from parents/carers to fund activities within school hours when the costs cannot be met from the school's designated budget. It will be made clear to parents/carers in writing by the school that the charge is voluntary, and that if they choose not to make a contribution their child will not be treated any differently to any other children in the school.

Where there are insufficient contributions to cover costs, the school will endeavour to cover the costs, however does reserve the right to cancel the trip in which case the voluntary contributions received will be refunded.