

# Waterside Primary School Charging and Remissions Policy



The Governing Body recognises the valuable contributions that the wide range of additional activities, including clubs, swimming, plays and performances by outside performers, trips and residential experience can make towards pupils' personal and social education.

The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupil of the school and as additional optional activities.

## **CHARGES**

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

### **1. School Journey In School Hours**

The board and lodging element of residential activities that take place within the school week to a maximum of 5 days, for Years 2,3,4,5 & 6

### **2. Activities Outside School Hours**

The full cost to each pupil of certain activities outside school hours, whether residential or non-residential, such as:

Theatre visits, games fixtures, exhibitions etc.

### **3. Individual Instrumental Tuition**

- a) It is provided in addition to that which the County Council has funded and
- b) Given to individual pupils outside normal school hours.

### **4. Charging In Kind**

The cost of materials, ingredients, equipment (or the provision of them by the parents) for the following subjects:

DT, Cooking, Handicrafts and Needlework if the parents have indicated in advance that they wish to own the finished product.

## **5. Library**

The cost of replacement of lost books, after a period of two months:

Currently £5.00 charge

## **6. General**

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

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 (e.g. School trips, visiting speakers). Should the voluntary contributions not be substantial, the activity may have to be cancelled.

## **REMISSIONS**

Where the parents of a pupil are in receipt of universal credit or other low-income related credits that qualify for 'FSM', the Governing Body may remit, half the cost of board and lodging for any residential activity that it organises for the pupil if the activity is deemed to take place within school hours for where it forms part of the syllabus for the National Curriculum.

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. So when arranging a chargeable activity, the Governing Body will invite parents to apply in confidence for remission of charges in part or in full.

The Head Teacher in consultation with the Chairman of Governors will make authorisation of remission.

## **BREAKAGES OR DAMAGE TO SCHOOL PREMISES AND EQUIPMENT**

A parent is not responsible for the wrongs of his/her children, although when that child causes damage or loss to the School, the parent may be approached in a sensitive manner to meet such costs:-

- i) Requests for payment are made direct to the parents.
- ii) The parents receive a written receipt for all payments made.
- iii) In the event of the parents paying the full price for the purchase of a replacement item, the damaged or defaced item is offered to the parents.

## **MUSIC**

A contribution towards the cost of peripatetic music lessons may be charged each term. Parents who have problems meeting the costs will be invited to discuss this with the Head to see if alternative arrangements can be made.

## **SCHOOL PHOTOGRAPHS**

When individual photographs are taken (by an outside agent) of children in school, parents are given the opportunity to request that their child not be photographed. Parents are under no obligation to purchase any photographs.

Parents are welcomed into the school to view the photographs but do not take them unless payment has been made.

## **POLICY REVIEW AND DEVELOPMENT**

This policy will be reviewed by the governing body annually.

Staff will be invited to give feedback on the policy and to make suggestions for improvement.

The governing body is committed to the involvement of staff in reviewing and developing this policy.

Approved by Full Governing Body

Date: 25.03.21

To be reviewed: March 2022