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# Policy on Charging and Remissions

February 2019

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Pardes House Primary  
School

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Headteacher: Mr J Sager

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## **POLICY ON CHARGING AND REMISSIONS**

### **Introduction**

All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum, with the exception of Year 3 swimming lessons, for which we ask for a voluntary contribution for each child.

### **Voluntary contributions**

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded, and the school provides this information on request.

The following is a list of additional activities, organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- Swimming lessons;
- Visits to museums and other places of educational interest;
- Sporting activities which require transport expenses;
- Outdoor adventure activities;
- Visits to or by a theatre company;
- Musical events;
- Special events;
- Football club;
- Residential trips;
- Other outings.

The following is a list of additional activities which require voluntary contribution from parents. The following activities are classed as 'non optional extra'. This list is not exhaustive:

- Security;
- Lice checks.

### **Residential visits**

If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the National Curriculum, we suggest a charge to cover the

costs of travel, board and lodging and activities, although parents who are unable to afford the cost of the trip are invited to make a contribution or in other cases of hardship, a decision may be taken to make no charge at all. However, if we cannot raise sufficient funding through these voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

## **Remissions**

### ***General principles underlying Charging and Remissions***

No child or family will be discriminated against or made to feel self-conscious about making no payment or part payment towards school visits and excursions. Costs of visits and excursions will be kept to a minimum to be affordable to families. In the event of a visit or residential trip costing considerably more, the school will look to subsidise costs and arrange fundraising or support from the Governing Body and Parents Association to ensure all costs are affordable.

### ***Specifics***

The Governing Body may wish to remit in full or in part the cost of any activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity, such parents will be invited for remission of the voluntary contribution in full or in part. Authorisation for such remission will be made by the Headteacher in consultation with the Chair of Governors.

When the parents of a pupil are in receipt of income support or family credit, the Governing Body will be ready to remit in full the cost of a residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the National Curriculum.

## **Monitoring and review**

This policy is monitored by the governing body, and will be reviewed every three years, or earlier if necessary.

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Signed:

Date: February 2019

Review: February 2022