



## Corringham Primary School

(Including: Corringham Primary Pre-School and Speech and Language Enhanced Provision)

# Charging and Remissions Policy 2018/2019

## Introduction

This document is a statement of aims, principles and strategies for Charging and Remission. LA guidelines have been taken into consideration in its foundation.

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

### **1. The Policy was developed by**

- The Headteacher in consultation with the Governing Body Premises and Finance Committee it was adopted in its present form in Autumn 2009
- It was approved by the Governing Body on 18<sup>th</sup> November 2009
- It was reviewed in Autumn Term 2012
- Further developed in Spring 2014
- Adopted Summer 2014

### **2. Charges**

The Governing Body reserves the right to make a charge in the following circumstances for activities organised by the school:

- **School Journeys in School Hours** – The board and lodging element of approved residential activities deemed to take place in school hours
- **Activities outside School Hours** – The full cost to each pupil of all approved activities deemed to be optional extras taking place outside school hours
- **Individual Instrumental Tuition** – The cost to the pupil for providing any instrumental tuition not part of normal provision
- **Charging in Kind** – The cost of materials, ingredients, equipment (or the provision of them by parents) for the following National Curriculum subjects such as: DT, Science, Art. The Governing Body reserves the right to charge for ingredients and materials or require them to be provided if the parents have indicated in advance that they wish to own the finished product

### **3. General**

The Governing Body may from time to time, amend the categories of activity for which a charge can be made. Nothing in this policy statement precludes the Governing Body from inviting parents to make a Voluntary Contribution towards the cost of additional activities which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions.

### **4. Remissions**

Where the parents of a pupil can prove they are in receipt of income support or any other benefit which would entitle the pupil to free school meals the Governing Body may offer to remit in full the cost of full board and lodging for any residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the National Curriculum.

Parents will be informed of the need to contact a named member of school staff if they wish to claim remission. The member of staff will consult with the Head Teacher and Deputy Head Teacher regarding the outcome of the decision.

### **5. Other Relevant Documents**

Local Authority Circular 24-8-2009