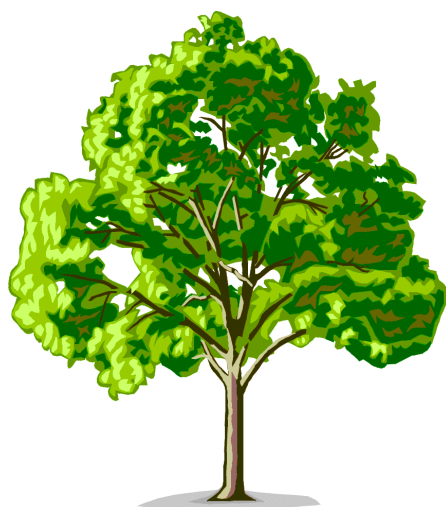


Park Hill Primary School

Charging and Remissions Policy

2022



Responsible for Policy	School Business Manager
Policy Written by	A Gillmore
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Charging and Remissions Policy

Park Hill Primary School is an inclusive school committed to ensuring all our children have equal access to the range of curricular activities on offer and that none are excluded because of costs.

The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs and visits, can make towards a pupil's education. The Governing Body aims to promote and provide such activities as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

The relevant statutory provisions are contained in Chapter III of Pt VI of the Education Act 1996. This requires the Governing Body to determine and keep under review a Charging and Remissions Policy.

There are two types of financial contributions for which parents can be asked in relation to educational activities:

Voluntary contributions: There is no limit to the level of voluntary contribution that may be asked for, however, total contributions must **not** exceed the actual cost of providing the activity. No restrictions apply in respect of how contributions may be used, which may include paying for the travel and accommodation costs of accompanying teachers or adults.

Voluntary contributions are requested by the school in the following circumstances:

Trips/ Visits:

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. 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 do allow the child to participate fully in the trip or activity. In such circumstances, the school pays additional costs in order to support the visit.

If parents are experiencing financial difficulties, they are invited to write in confidence to the Head teacher (also please see the section on Remissions Policy)

Non-Uniform Days:

From time to time the school may decide to hold a non-uniform day. These days are usually related to fundraising for charity or for our school fund. We ask for a voluntary donation on these occasions. If a parent wishes their child to take part in a non-uniform day but is unwilling or unable to make a donation we do allow the child to participate fully.

Permitted Charges:

Permitted charges are a direct request to cover certain costs involved with a school activity or visit.

Activities Outside School Hours:

Charges can be made for activities that are outside of school hours which are run by teachers and are part of the curriculum. However, we may ask for a contribution towards materials.

Where clubs provided by external providers before during or after school or at lunchtimes we may charge. Charges are made explicit at the time of offering opportunities. It is not our intention to make a profit from the clubs.

Residential Trips:

If the activity is held outside school hours and is education other than non-chargeable education, then it is regarded as an “optional extra”. A charge may be made for the full cost of the activity but must not exceed the actual cost of providing the activity. The charge may include the costs of travel, board and lodgings, additional staff costs, entrance fees, insurance, materials and equipment. However, the charge made to individual parents cannot include any cost added to subsidise parents of children who are unwilling or unable to pay the charge.

Damage/Loss to Property:

In cases of willful or malicious damage to equipment or breakages, or loss of school books on loan to children, the school may decide it right to make a charge in full or pay part costs of the repairs.

Other Charges:

The Head teacher, Finance committee or Governing Body may levy charges for miscellaneous services up to the cost of providing such services, e.g. Photocopying, Signing Passport Applications, etc.

Remissions Policy:

Where non-chargeable education is provided during a residential visit then Parents who are facing hardship will receive reasonable remission of residential visit charges at the discretion of Head teacher.

Where charges are to be made by the governing body for optional extras, parents may receive a remission for the whole or part of the charge as set out in the school's remissions policy.