

Parkway Primary School

Charging & Remissions Policy



Contents

Charging and Remissions Policy	3
INTRODUCTION	3
Aims and Objectives	3
Activities without charge.....	3
Voluntary contributions	3
Chargeable activities	3
Remissions Policy.....	4
Review & Implementation Dates.....	4

Charging and Remissions Policy

INTRODUCTION

This Charging and Remissions Policy complies with statutory requirements, has regard to the Authority's Policy Statements on charging and is reviewed on an annual basis by the school Governing Body's Finance Committee.

The Governors of Parkway Primary School have agreed to adopt the following policy with regard to charging for some activities. The cases in which these charges will be remitted are also set out. Unless the Governors have adopted and published a policy, parents cannot be charged for school activities.

Aims and Objectives

The aims of this Policy are to

- Set out what the school will not charge for, what it will make a charge for or request a voluntary contribution towards, from parents/guardians.
- Clarify how charges will be determined, so parents and guardians understand why requests for payment are sometimes made for some activities.

Activities without charge

Education provided wholly or mainly within school hours will be free of charge. The school's hours are set out in the school prospectus. There will be no charge for the following activities:

- Education provided wholly or mostly during school hours. This includes the supply of any materials, books and other equipment
- Education provided outside school hours if it is part of the National Curriculum, which the pupil is being prepared for at the school, or part of religious education.
- Instrumental and vocal music tuition, which is part of the National Curriculum or the first Programme in which the whole class engages with the KS2 Programme of Instrumental and Vocal Tuition (Wider Opportunities).

Voluntary contributions

The school may ask for voluntary contributions towards the cost of school-time activities to assist with funding, subject to the following conditions:

- Any children of parents who do not wish to contribute will not be treated any differently.
- Where there are insufficient contributions to make the activity viable, the activity will be cancelled.

Chargeable activities

The school may recover the full costs of the following activities, which may be provided directly or through commissioned services but charges will not exceed actual cost:

- Educational or other activities provided wholly or mainly outside school hours, which are not:
 - Part of the National Curriculum.
 - Part of a syllabus for prescribed public examination, which the pupil is being prepared for at school.
 - Part of religious education. (Note: This could include before and after school clubs run by the school).
- Board and lodgings on residential visits (subject to remission arrangements).
- Cost of entering a pupil for a public examination not prescribed in regulations, and for the cost of preparing a pupil for that examination outside school hours.

- Provision of instrumental and vocal tuition, which takes place during the school day and which has been requested by parents/guardians.
- Provision of materials/ingredients for subjects such as Art & Design or Food Technology, where pupils take home a finished product.

The school has the discretion to pay for a school journey, school visit or club from Pupil Premium for eligible pupils where appropriate.

Remissions Policy

There will be no charge for board and lodgings for pupils whose parents/guardians are receiving income support, income based job seeker's allowance, family credit or disability working allowance. Charges for other 'chargeable activities' may also be fully or partially remitted. Details of any remission arrangements will be made clear when parents are informed of charges for individual activities.

NB. The Charging and Remissions Policy only relates to the provision of Education within the school. However, in the future parents may be asked for recompense where a child causes damage. Therefore breakage or damage caused to school property, equipment and materials, including the loss or replacing of books, caused by a pupil's misbehaviour may incur a charge equal to the cost of repair or replacement as new.

Review & Implementation Dates

The governing body will regularly review this policy and associated procedures, to ensure its continuing appropriateness and effectiveness. The review will take place in consultation with the Head Teacher, staff and parents.

The outcome of the review will be communicated to all those involved, as appropriate.

Revision of the above Policy was completed by:

Robert Celino-Stock

Autumn 2024

This Policy was adopted by the School Governing Body (Finance Committee) and therefore implemented by the school.

Next Review Date:

Summer 2025