

EGGINTON PRIMARY SCHOOL			
CHARGES AND REMISSIONS POLICY			
Policy No. F1	Revision 3	Issue date: 21.09.10	Page 1 of 2

Introduction

The Governing Body recognises the valuable contribution that the wide range of additional and extra-curricular activities, including clubs, trips and residential experiences, can make towards pupil's academic, personal and social education.

Charges

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

School Journeys in School Hours

The travel, board and lodging element of residential activities deemed to take place within school hours.

Activities Outside School Hours

The full cost to each pupil of activities deemed to be optional extras taking place outside school hours.

Individual Instrumental Tuition

The cost to the pupil for providing individual instrumental tuition, not financed by the LA.

Charging in Kind

The Governing Body may charge for ingredients and materials or require them to be provided if the parents have indicated in advance that they wish to own a finished product.

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.

Deposits

Where the school has requested a deposit in order to secure places on a trip/visit, it will not be refundable.

Surplus Funds

Any surplus funds from trips and visits will be retained and used for the future benefit of pupils.

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Remissions

Where the parents of a pupil are in receipt of income support or family credit, the Governing Body will remit in full 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 the school hours or where it forms part of the syllabus for a prescribed public examination or the National Curriculum. 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. In such cases parents should apply in confidence for the remission of charges in part or in full. Authorisation of remission will be made by the Headteacher in consultation with the Chair of Governors.

Informing Parents and carers

Parents will be invited to pay a voluntary contribution towards the expenses of day visits/trips. It will be made clear that if inadequate contributions are made the trip may have to be cancelled. All parents will be encouraged to consult with the headteacher (in confidence) should there be difficulties in making contributions.