



# CHARGING AND REMISSIONS POLICY

Agreed by Staff .....May 2023

Approved by Governors.....May 2023

Review Date .....June 2025

# CHARGING AND REMISSIONS POLICY

## 1 AIMS

The School Committee recognises the valuable contribution that a wide range of additional educational activities can make towards pupils' personal and social education. The School Committee aims to provide and promote such activities both as part of a broad and balanced curriculum for the pupils of the school, and as additional optional activities.

This policy is based on advice from the Department for Education (DfE) on charging and school activities and the Education Act 1996.

## 2 CHARGING

2.1 The costs of visits or on-site activities are to be met by voluntary parental contributions when they take place during school hours and any surplus will be used for the benefit of children's' lessons.

2.2 Activities taking place outside school hours (optional extras) will be charged in full. Costs for each participating child will cover travel, materials, entrance fees, insurance, teaching and non-teaching staff employed to provide the activity, and the essential expenses of parents acting in a supervisory role who may be needed to ensure an adequate adult/child ratio.

2.3 Parents have the right to withdraw their voluntary contribution before (but not after) the booking has been made.

## 3 REMISSIONS

3.1 If any parent does not wish or is unable to contribute to the cost of an activity (as in 2.1) or to the finished product (as 2.3), their child will not be discriminated against. However, if sufficient contributions are not made it is possible that the trip or on site activity will be cancelled

3.2 Anyone qualifying for free school meals is entitled to claim remission (see LA guidance for free school meal entitlement).

## 4 REVIEW

The Policy will be reviewed and approved every two years by the School Committee, unless there are significant changes in the meantime.

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Date for Review: Summer 2025