



# **CHARGING & REMISSIONS POLICY**

**Policy review: September 2023**

**Next Review: September 2024**

The Governing Body of this school has adopted the Education Committee's charging policy and parents will be asked to make payment for: -

1. The ingredients and materials for products made by their children, should they wish to own them.
2. Any trips or optional extras taking place outside of school hours and term dates, should they wish their child to go.
3. Any trips abroad, inside or outside of school hours and term dates, should they wish their child to go.
4. Replacement of any damaged, defaced or lost property/equipment caused by the child.
5. Any extra music or vocal tuition provided during the normal school day.

Parents can obtain remission on the following costs if they are claiming Income Support, Income Based Jobseekers Allowance or parents receiving Child Tax Credit but not Working Tax Credit:

- Music or vocal tuition for pupils who participate in out of school music centre activities.

Educational visits form an important part of our school life. They support the work we do in school. They are carefully prepared and followed up so that maximum benefit is obtained from them. Parents are always informed in advance and are required to sign and return a consent form.

Under the terms of the 1986 Education Act, we are not allowed to charge for educational visits. It is therefore, the policy of this school to request voluntary contributions so that children can participate in valuable visits as part of their studies. We always point out that such contributions are voluntary and that no child will be excluded because their parents do not pay. However, contributions are asked for well in advance of each visit so that if sufficient funds cannot be raised and it is necessary to cancel the visit, this can be done with minimal disruption.

### **Monitoring and Reviewing**

The policy will be reviewed annually in consultation with the Headteacher, the Governors and the Chair of Governors.

It will be updated, modified or amended as necessary.

**Signed:**..... **Date:**.....

**(Headteacher)**

**Signed:**..... **Date:**.....

**(Chair of Governors)**