



# HUNDON AND THURLOW PRIMARY FEDERATION

## **Charging and Remissions Policy**

**Revised and Updated: Autumn Term 2018**

**Next Review: Autumn Term 2019**

**Signed:**

**Headteacher**

**Signed:**

**Chair of Governors**

## **Additional Activities Organised for Pupils Charging and Remissions Policy**

### **Introduction**

The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs, educational visits and residential experiences can make towards pupils' personal and social education.

The Governing Body aims to promote and provide such activities both as part of the broad and balanced curriculum for the pupils of the school and as additional optional activities.

### **CHARGES**

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

- Board and lodging during residential visits. This cost will not exceed the actual cost of the provision.
- Activities outside school hours, such as clubs, performances, discos.
- Costs associated with the Breakfast and After-School Club provision (at Thurlow.)
- Individual Instrumental Music Tuition
- Materials, Instruments etc...

### **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.

### **REMISSIONS**

Where the parents of a pupil are in receipt of:

- Income support; or
- Income-based Jobseekers Allowance; or
- Child Tax Credit, with no Working Tax Credit, at an annual income not exceeding the first threshold level; or
- Supported by the National Asylum Support Service (NASS)

The Governing Body will remit in full the cost of board and lodgings for any residential activity that it organises for the pupil if the activity is deemed to take place within school hours or where it forms part of the syllabus for a prescribed public examination or the National Curriculum.

In other circumstances, 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. When arranging a chargeable activity the Governing Body will invite parents to 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.