



AVONMOUTH CHURCH OF ENGLAND PRIMARY SCHOOL

Charging and Remissions Policy

Rationale

The objectives of the charging provisions of the Education Reform Act (1988) are:

- To maintain the right to free State School education;
- To establish that activities offered wholly or mainly during normal teaching time should be available to all pupils regardless of the parents' inability or willingness to help meet the cost;
- To emphasise that there is not statutory requirement to charge for any form of education or related activity, but to give local authorities and schools the discretion to charge for optional extras provided wholly or mainly **outside** school hours;
- To confirm the right of the local authorities and school governing bodies to invite voluntary contributions for the benefit of the school, or in support of any activity organised by the school, whether during or outside school hours.

Purposes

The governing body of Avonmouth CE Primary School endorses the above objectives. The governors fully realise the valuable contribution that a wide range of additional activities, such as clubs, educational visits, trips, residential experiences and practical activities, can make towards a child's personal, social and educational development. The governors therefore aim to promote all activities which support a broad balanced curriculum for the pupils attending Avonmouth CE Primary School. The following guidelines should ensure that the objectives of the Education Reform Act are met.

Guidelines

Charges:

Under the provisions of the Education Act (1988), the governing body of Avonmouth CE Primary School reserves the right to make a charge in the following circumstances:

- **Residential Visits:** parents of children participating in such an activity will be expected to meet in full the cost of board and lodging (subject to certain remissions, below).
- Activities which occur wholly or mainly outside school hours **unless part of the National Curriculum**. Parents are asked to pay the full cost of any such activities.

- **Damage to school property:** when damage to school property or equipment occurs because of a child's behaviour, parents will be expected to pay the cost of repair to, or replacement of, the property or equipment.
- **Charging in kind:** parents are asked to pay for the cost of materials and/or ingredients for subjects such as needlework, cookery and pottery, provided that they have indicated in advance that they wish to own the finished products. Alternatively, parents may contribute to the necessary materials.

Policy for Voluntary Contributions

For activities such as educational visits and school trips which take part wholly or mainly within teaching time, the governing body supports the school in inviting voluntary financial contributions from parents to meet the cost of necessary transport, entrance charges, etc., bearing in mind:

- Parents are under no obligation to contribute, and
- Pupils registered at this school will not be treated differently according to whether or not their parents have made a voluntary contribution towards the cost of the activity.

Procedures for Inviting Voluntary Contributions

1. Wherever possible, parents will be notified by letter well in advance of a particular activity taking place. This letter will contain full details of the activity, and its likely value to the child in educational terms, for example its relevance to the current term's work. It will also set a figure for the individual contribution required by explaining the costs to be met by the school. Also, at this stage, it will be explained to parents that the activity in questions will have to be cancelled if an acceptable level of financial contributions is not forthcoming.
2. Parents will then indicate on a reply slip if they wish their child to participate and return the slip with their contribution.
3. In the event of a cancellations, all contributions will be returned in full and parents notified in writing.

Remissions

Where the parents of a pupil are receiving income support or family credit, the governing body, through the school, will remit in full the cost of board and lodging for any residential activity deemed to take place within the school hours.

In other circumstances, there may be cases of family hardship which make it difficult for pupils to take part in particular activities for which charges are made. Parents will be invited to apply in confidence for the remissions of charges in part or in full. Such applications will normally be made though the Headteacher.

Signed _____ Chair of Governors

Signed _____ Headteacher

Date _____