



Upper Church Lane
Farnham
Surrey GU9 7PW

Tel: 01252 716305 Fax: 01252 718022

Email: info@standrews-infant.surrey.sch.uk

Headteacher: Mrs Monique Clark BA

Charging & Remissions Policy

Governors' Committee Responsible: Resources Committee

Review Period: Annual

Status: Recommended

Reviewed by Governors on: 3rd November 2016

Next review Date: November 2017

Rationale

The Education Reform Act 1988 establishes the basic principle that the education provided by any maintained school for its registered pupils should be free of charge. This basic underlying principle requires that there should be no school admission charge and no charge for any related activity which takes place during school time.

Aims

To ensure that pupils benefit from a wider range of educational activities than can automatically be afforded from the school's LEA funding, the school maintains the right to invite voluntary contributions for any of the school's occasional activities which are listed below. Such activities offered wholly or mainly during normal teaching time should be available to all pupils regardless of their parents' ability or willingness to meet the costs.

Charging & Remissions

For day visits to places of interest, that incur transport and/or entry costs, and for outside groups who visit the school and charge to do so, parents may be asked for a voluntary contribution to cover that cost.

School visits and activities will be planned in advance and, if sought, voluntary contributions will usually be invited through individual letters to all parents. The letter, asking for financial support, will outline the proposed visit, the educational value, its relationship to the school syllabus and the suggested contribution, whilst also making it clear that the contribution is voluntary.

If inadequate funds are donated towards the activity, then the school reserves the right to cancel the activity and return monies received.

Parents not wishing to make a voluntary contribution in whole or part, but wishing their child to be included in the visit or activity, must make the fact known directly to the Headteacher, who will treat any such approach in the strictest confidence.

A permission slip is required before a pupil participates in school trips whether the parents had made a contribution or not.

No pupil whose parents do not make contributions will be treated differently on this account.

Visits and activities where a request for a voluntary contribution is made include:

- Visits to places of interest, museums and exhibitions
- Outdoor activities, such as visits to the seaside
- Puppet shows, theatre groups and musicians visiting the school

All voluntary contributions will be paid into the School Fund.

Damage and loss

No charge can be made for lost books/damaged equipment/property etc. However, the school retains the discretion to request voluntary recompense for these (for example, if the loss or damage is the result of pupils' behaviour).