

Hawridge and Cholesbury C of E School



Charging and Remissions Policy for Educational Activities

July 2020

Review Date: July 2023

Charging and Remissions Policy for Educational Activities

The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs and visits, can make towards a pupil's education. The Governing Body aims to promote and provide such activities as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

There are two types of financial contributions for which parents may be asked in relation to educational visits/activities:

- Voluntary contributions
- Permitted charges

They are set out below;

Voluntary Contributions:

There is no obligation on parents to make a contribution towards a planned educational visit/activity.

However, if the activity cannot be funded without voluntary contributions, the school will endeavour to make this clear to parents at the outset.

It is important to note that no child would be excluded from an activity simply because his or her parents are unwilling or unable to pay. However, if sufficient voluntary contributions are not raised to fund a visit/activity, then it is likely to be cancelled.

Permitted charges:

1. Materials & Textbooks

Where a pupil or parent wishes to retain items produced as a result of art, craft and design, or design and technology, a charge may be levied for the cost of the materials used.

In the case of Food Technology, pupils will usually be asked to provide their own ingredients, but if a pupil forgets, the school will provide the ingredients and may levy a charge.

Textbooks are provided free of charge, but in some subjects, additional revision guides are available, for which a charge may be made.

2. Music Tuition

Although the law states that all education provided during school hours must be free, music lessons are an exception to this rule.

The Education and Inspections Act 2006 introduced a regulation-making power which allowed the Department for Education to specify circumstances where charging can be made for music tuition. Therefore, charges may now be made for teaching either an individual pupil or groups of children to play a musical instrument or to sing. The school will endeavour to make this clear to parents whenever this is the case.

3. Residential Activities/Activities outside School Hours

The charge for residential activities or those held outside of school hours will usually include the costs of travel, board and lodgings, additional staff costs, entrance fees, insurance, materials and equipment.

4. Damage/Loss to Property

The school may charge parents in respect of their child's wilful damage, neglect or loss of school property (including premises, furniture, equipment, books or materials).

5. Lettings

The school will make its facilities available to outside users at a charge for providing the facilities. The scale of charges will be determined annually and approved by the Governing Body.

6. Other charges

The Headteacher or Governing Body may levy charges for miscellaneous services e.g. for providing a copy of an Ofsted report.

Remissions Policy

Where non-chargeable education is provided during a residential visit, parents in receipt of certain benefits shall receive a complete remission of any charges that would otherwise be payable in respect of board or lodgings.

This policy was approved by the Governing Body in July 2020

Next Review Date: July 2023