



PETTERIL BANK COMMUNITY SCHOOL **Charging and remissions Policy**

Purpose

The purpose of this Policy is to ensure that, during the school day, all children have full and free access to a broad and balanced curriculum.

The school day is defined as: *8.45am until 12.00pm and 12.45pm until 3.00pm.*

The policy has been informed by the Cumbria Children's Services Directorate advice issued in July 2007.

Roles and responsibilities of head teacher, governors and school staff.

The Head teacher will ensure that the following applies:

During the school day

All activities that relate to the National Curriculum plus religious education will be provided free of charge. This includes any materials, equipment and transport to take pupils between the school and the activity. It excludes charges made for instrumental and/or vocal tuition, unless that tuition forms part of the National Curriculum, part of the syllabus of a prescribed public examination, or the first programme in which the whole class engages with the KS2 Programme of Instrumental and Vocal Tuition (Wider Opportunities).

Voluntary contributions may be sought for activities during the school day which entail additional costs, (for example a visit to a museum, historical site etc.) In these circumstances no pupil will be prevented from participating because his/her parents cannot or will not make a contribution. If we have insufficient voluntary contributions, we may have to cancel a trip.

Swimming sessions to meet the needs of the national curriculum are free of charge. However occasionally additional sessions may be offered and a voluntary contribution requested.

From time to time we may invite a non-school based organisation such as for example travelling Theatre Company, life bus, dance experience or music activity to arrange an activity during the school day. Such organisations may wish to charge parents, who may, if they wish, ask the head teacher to agree to their child being absent/taught elsewhere in the school for that period.

Optional activities outside of the school day

We will charge for optional, extra activities provided outside of the school day, for example craft club or football club. Such activities are not part of the National Curriculum or religious education, nor are they part of a prescribed examination syllabus.

Education partly during the school day

If a non-residential activity happens partly inside the school day and partly outside of it, there will be no charge if most of the time to be spent on the activity falls within the school day. Conversely, if the bigger proportion of time spent falls outside of the normal school day, charges will be made. Voluntary contributions may be requested.

Residential trips

Charges will be made for residential visits as they are over and above the national curriculum. School subsidises residential costs to ensure as many children as possible are able to take part. The school operates payment plans to help parents cover costs, wherever possible fundraising and grants will reduce the cost of a residential trip. Family circumstances are considered when the school makes arrangements for residential trips to ensure as many pupils as possible can take part.

Best Value

The principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents. The school tries to seek to fund activities from fund raising and grants.

Monitoring and review

This policy is monitored by the governing body and the head teacher will report to the governing body about trips during the school year. The policy will be reviewed every three years

This policy was agreed by the governing body on 13th October 2015

Date of next review October 2018

Signed _____ (On behalf of the
Governing Body)