



Banwell Primary School

CHARGING AND REMISSIONS POLICY

1 Rationale

Children's social, physical, emotional and intellectual areas are developed and assisted by having experiences outside their normal home and school environments. Similarly practical activities such as Art work give "hands on" experiences, which are beneficial to all children's development.

The school believes that the education of pupils is enhanced by well-planned and supervised trips, visits and exchanges. Such opportunities will arise both during and outside school time. Our view is that it will be necessary to request parents to make a voluntary contribution to cover/support the cost of educational visits or to make a donation to the final product if they choose.

All children deserve an opportunity to broaden their experiences. This enriches experience, stimulates learning and invigorates teaching. However, we are not able to provide sufficient funds to facilitate such activities. Voluntary contributions are requested in order to achieve this aim.

2 Purposes

- To have sufficient funds to provide children with the opportunity of having real and first-hand experiences.
- To be able to cover the cost of any adult supervisors necessary to make any visits viable.

3 Broad Guidelines

- Education for all registered pupils during school hours is free of charge, including the provision of books and equipment needed for courses of study
- Education "during school hours" is defined as education where more than 50% of the time for the activity (including associated travel time) takes place within school session times
- No compulsory charges will be made for education and associated incidentals provided outside school hours where such education is required as part of a syllabus for a prescribed public examination or is provided specifically to fulfil statutory duties relating to the National Curriculum or is provided specifically to fulfil statutory duties relating to Religious Education
- Charges will be made for educational activities as optional extras beyond requirements specified above
- Voluntary contributions can be sought for the benefit of the school or for any school activities

The following activities are examples of what might be organised by the school, which would require voluntary contributions from parents. These activities are known as "optional extras". This list is not exhaustive:

- Visits to museums , sporting activities that require transport expenses , outdoor adventure activities
- Visits to the theatre, school trips, musical events
- Cooking ingredients , craft activities

4 Discretionary Policy

The Governors state that the following charging policy is permissible at Banwell School:

(a) During school hours:

- **Music Tuition** – Individual or small group optional instrumental as charged via the School by North Somerset Music Service.
- **Cookery Ingredient / Craft Materials** – Parents will be asked for voluntary contribution towards cost
- **Residential trips and visits** – These will be planned and parents notified of voluntary contribution necessary, well in advance of the event

- **Day trips** – Voluntary contributions for day trips: if enough voluntary contributions are not received the trip may not be able to continue
- **Swimming** – No charges/contribution invited from parents to cover costs of tuition or transport

(b) Extended school hours:

In respect of activities classified as "optional extras", parents will be charged the full cost of their child's participation (statutory entitlements excepted) and the costs charged to parents shall not exceed the actual total cost of such activities.

5 **Remissions Policy**

If it appears that the parents of a child are unable (through hardship outside statutory entitlement to remission) to contribute towards the cost of an activity the Headteacher/Governors may suggest alternative sources of financial support in respect of such pupil. Any families experiencing financial difficulties will be requested to discuss their situation in confidence with the Headteacher.

6 **Voluntary Contribution Policy**

All communications with parents relating to any activities requesting contributions to the total cost must make it clear whether such contributions are mandatory or genuinely voluntary. These must indicate that in the case of voluntary contributions a child whose parents have not contributed will not be treated differently from a child whose parents have contributed. All such notices should indicate to parents that in the event of hardship or anticipated hardship such parents should consult the Headteacher privately as soon as possible.

7 **Policy Review**

This policy will be reviewed two-yearly by the School Management Committee.

Reviewed: December 2015
 Approved: School Management Committee – 28 January 2016
 For Review: 2017/18 – Term 3