



LAWRENCE VIEW PRIMARY & NURSERY SCHOOL

Charging and Remissions Policy for School Activities

1. General Principles

1.1 The Governing Body recognises the valuable contribution that a wide range of activities, including visits, residential experiences and clubs, can make towards all aspects of children's education. Accordingly, the Governing Body wishes to promote and provide such activities, as far as possible, as part of a broad and balanced curriculum for pupils attending the school.

2. Charges

2.1 The Governing Body reserves the right to make a charge for the following activities which may from time to time be organised by the school.

2.2 Residential Activities held during school hours

Charges may be made for travel, instruction and the board and lodging element of those residential activities which take place during school hours. Parents will be notified in advance of any such activities which the school proposes to organise and the estimated cost. Parental consent will be obtained for their children's participation in any such activities for which a charge may be made.

Any charge for a particular activity will be calculated by reference to the actual cost of providing the travel, instruction and board and lodging for each pupil; no other costs will be covered by the charge. Any remission arrangements for such activities will be at the discretion of the Governing Body.

2.3 Activities held outside school hours

The school will endeavour to provide a range of such activities from time to time. These will sometimes include day and residential experiences, and are known generally as 'optional extras'.

Parents will be notified in advance of any 'optional extras' which the school proposes to organise and the estimated cost. Parental consent will be obtained if their children are to participate in any activities for which a charge may be made.

Any charge for a particular activity will be dependent upon the type of activity and its cost and the number of participants. This charge will not exceed the actual cost of providing the activity, divided equally by the number of pupils willing to participate. The cost of other pupils participating in the visit will not be included in the charge. The charge may however include an appropriate element for such things as:

- i) the pupil's travel costs;
- ii) the pupil's board and lodging costs;

- iii) materials, books, instruments and other equipment;
- iv) staff costs including supply cover;
- v) entrance fees to museums, castles, theatres etc;
- vi) insurance costs;

Any remission arrangements for such activities will be at the discretion of the Governing Body.

2.4 Materials and Ingredients

In Foundation Stage and Key Stage 1 parents may be asked to make a voluntary contribution per week which goes towards the purchasing of materials and ingredients relating to activities taking place during school hours.

3. Remissions

3.1 The governors recognise the impact on family income of being at a level which attracts Income Support, income based Job Seeker's Allowance, an income-related employment and support allowance, support under Part VI of the *Immigration and Asylum Act 1999*, the Guarantee element of State Pension Credit or Child Tax Credit, where the parent is not entitled to Working Tax Credit and whose annual income (as assessed by the Inland Revenue) does not exceed £16,190

However, the Governing Body has used its discretion not to remit the cost of travel, instruction and board and lodging for any residential activity the school organises for the pupil even if the activity takes place within school hours

3.2 Other remission arrangements for a particular activity or pupil will be entirely at the discretion of the School Governing Body and exercised by the Head Teacher. Any subsidy provided by the Governing Body will be met from the funds at its disposal.

4. Voluntary Contributions

Nothing in this policy statement precludes the School Governing Body from inviting parents to make voluntary contributions for the benefit of the school or in support of any school activity, whether during or outside school hours. Any contributions sought will be entirely voluntary and pupils will not be treated differently according to whether or not their parents make a contribution in response to any such invitation.

5. Breakages and Damage to School Property

The School Governing Body reserves the right to seek reparation from parents where their children cause breakages or damage to school property.

6. Review

The School Governing Body reserves the right to review and amend this policy statement from time to time, as appropriate.

Policy Reviewed - March 2019