



Calmore Infant School
Charges and Remissions policy Policy
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Approved by Governors July 2017
Review date July 2019

Charges and Remissions Policy

Background and Rationale

This policy is drawn up in line with Sections 449-462 of the Education Act 1996 which sets out the law on charging for school activities.

The aims of this policy are to set out the circumstances when the school will make a charge, or request a voluntary contribution, from parents/guardians.

Activities for which no charge will be made

1. Admission to the school
2. Educational activities during school hours, this includes the supply of, books, writing equipment and instruments.
3. Instrumental or vocal tuition, for pupils learning individually or in groups, unless the tuition is provided at the request of the pupil's parent

Activities for which a voluntary contribution may be requested

A separate termly nominal voluntary contribution is requested termly to cover the expenses of cooking ingredients, and craft resources.

Voluntary contributions towards the cost of a School trip that enhances topic learning, will be requested. The level of this request will be no more than the costs incurred by the school in arranging the activity.

If insufficient voluntary contributions are raised, and the school cannot identify funding from an alternative source, then the activity may have to be cancelled.

The Governors will ensure that no child is excluded from any activity simply because his or her parents are unwilling or unable to pay a voluntary contribution.

A voluntary contribution may be requested to support:

1. Transport or admissions on any school visits. Parents will be made aware of the likely sum such a visit would cost and may be asked to make a voluntary contribution. If there are a number of school trips within a particular year the school will provide parents/carers with an opportunity to make the associated voluntary contribution over a longer time period. This period would not exceed the academic year in which the trips were to take place.
2. The school may organise events to raise funds for both resources and visits etc. Any parents who are willing to organise or participate in such events will be welcomed.

Activities for which a charge will be made

1. Parents will be asked to pay in full for the cost of repair to any part of the school wilfully damaged by a pupil, e.g. broken window. They will also be asked to reimburse the cost of any books or equipment which are on loan from the school and which are damaged, lost or broken. Library books that are lost will also incur a payment.

2. (i) Costs incurred by requests made under the Publication Scheme for information that has to be made available under the Freedom of Information Act 2000 will be charged for.

(ii) Applicants will be advised of the cost and payment will be requested before items are copied and/or sent. Photocopying will be charged at the current rate per sheet.

3. School uniform is provided by a third party and sold at school office at cost price. No profit is made by the school. All prices for uniform are the same as that which was paid by the school. Prices are available on the website and in the office

Approved by the Governing Body: July 2017
Next Review: July 2019