

# Hamstead Primary School

## Charging and Remissions Policy



Adopted on: January 2024

Review date: July 2025

The Governing Board of Hamstead Primary School recognises the valuable contribution that the wide range of additional activities, including clubs, visits and residential experience can make towards a pupils' personal and social education.

The Governing Board aims to promote such activities both as part of a broad and balanced curriculum for the pupils of the school and also as optional activities.

The Governing Body has agreed to accept the main principles of the LA Policy regarding charging and remissions for school activities.

### **Charging Policy of Governing Body**

1. To levy the appropriate charge to parents for all board and lodging requirements on residential visits.
2. To levy charges for activities wholly or mainly outside school hours where appropriate
3. To levy charges for individual music tuition where it is not part of the syllabus for a prescribed public examination or required by the National Curriculum. Parents will be charged a set fee as approved by the Governing Body if their child is receiving peripatetic tuition.
4. To levy charges for the cost of materials for ingredients, materials and equipment e.g. cookery, sewing, craft where children take home the completed article or product and where the parents have agreed in advance to do so.
5. To ensure that on occasions where charges may be levied, no pupil is disadvantaged solely by their inability to pay, or unwillingness on the part of the parent to do so.
6. To leave to the Head's decision the proportion of the costs of an activity which may properly be charged to public or non-public funds.
7. To require parents to pay for damage or loss of school property for which their children are responsible where reimbursement is appropriate. This is particularly relevant to the use of the school library.
8. To request voluntary contributions from parents for school activities in school time which can only run if there is sufficient voluntary funding, whilst ensuring that no pupil is debarred solely by the inability or unwillingness of parents to pay e.g. educational visits, educational experiences in school

### **Remission Policy of Governing Board**

Where pupils are identified as eligible for Pupil Premium payment to remit in half the cost of board and lodging for any residential activity that is organised, if the activity is deemed to take place within the school hours e.g. Plas Gwynant, Frank Chapman.

The Governing Board may from time to time amend the categories of activity for which a charge may be made, and extend the categories of activity for which a remission may be made.