



Dry Drayton Church of England Primary School and Oakington Church of England (Aided) Primary School Federation

Charging and Remission Policy

Definition

The purpose of the policy is to ensure that there is clarity over those items that the schools will provide free of charge and for those items where there may be a charge.

Policy statement

Educational trips are frequently planned by teachers, and are considered an essential part of the work undertaken by classes. Children visit art galleries, museums, theatres, nature parks and other areas of local interest. The purpose of the visits is to provide stimulus and interest, as well as to extend children's experiences of the world. Trips are always very carefully planned and supervised. We very much encourage help with visits and parents are often invited to accompany their child's class.

Frequently the visits do not involve any expense but sometimes parents are asked to make a voluntary contribution towards the cost for their own child. During the school day all activities that are a necessary part of the National Curriculum plus religious education will be provided free of charge. This excludes charges made by Cambridgeshire Music/music teachers who operate a separate policy.

Voluntary contributions may be sought for activities during the school day which entail additional costs, for example, residential trips.

In these circumstances no pupil will be prevented from participating because his/her parents cannot or will not make a contribution. However, if insufficient funds are available it may be necessary to curtail or cancel activities.

Optional activities outside of the school day

We may charge for optional, extra activities provided outside of the school day, for example, a theatre visit. Such activities are not part of the National Curriculum or religious education. Where we wish to charge we will tell parents in advance. Where specific funding has been received to support particular activities we will subsidise the charge to the extent permitted by the funding.

Residential visits

Charges will be made for board and lodging, except for pupils whose parents are in receipt of eligible benefits. Contributions will be sought for transport and tuition where appropriate.

Calculating charges

When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating. There will be no levy on those who can pay to support those who cannot or will not pay. Support for cases of hardship will come through voluntary contributions and fundraising. Parents who would qualify for support are those who are in receipt of eligible benefits.



The principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents.

Special circumstances

In cases of hardship the governors will consider in their absolute discretion the remission of fees (either in full or in part) for those pupils who they consider will benefit from music tuition or other activities.

Eligible benefits

Income Support;
Income-based Jobseeker's Allowance;
Support under part VI of the Immigration and Asylum Act 1999; or
Child Tax Credit (providing that they do not also receive Working Tax Credit)

This policy was approved by the by Governing Body

Signed:

Headteacher.....Chair of Governors.....