



# Charging and Remissions Policy

for

Oaklands Infant School

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## 1. Introduction

The Governing Body recognises the valuable contribution that the wide range of additional activities can make towards a pupil's personal and social education. The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

## 2. Charges

The Governing Body reserves the right to make a charge in the following circumstances for activities organised by the school:

1. **Charging in Kind.** Where parents indicate in advance that they wish to own the finished product of a practical activity, they may be asked to provide or pay for ingredients, materials, equipment etc. needed. When the child starts at school the school currently manages this by asking for a voluntary contribution for the 3 years the child is at school. No child will be at a disadvantage because of a parent's unwillingness or inability to contribute in this way.
2. **Activities** inside school hours. Voluntary contributions will be sought from each pupil for such activities as class trips, visits from theatre and music groups. If insufficient contributions are made the activity may have to be cancelled.
3. **Refunds** There can be no refunds of money spent on coach hire, adult helper admission fees or pupil admission fees where these are part of a contractual booking. Pupil entrance fees can be refunded if individual admission rates apply at the point of entrance.
4. **General.** The Governing Body may, from time to time, amend the categories of activity for which a charge may be made.
5. **Breakages, Damage and Loss.** The Governors reserve the right to ask parents to contribute to the cost of replacement items incurred as a result of breakages, loss or damage to books, equipment, or material, other than the normal fair wear and tear.
6. The Governors will apply the statutory minimum remissions to any charges, which they make: that is in respect of families who are eligible for free school meals and therefore pupil premium grant. Any further remission of charges will be at the absolute discretion of Governors. The School will also assist parents to identify financial assistance where available.

Nothing in this policy statement precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of providing additional educational activities.