



Leckhampton
C of E Primary School

Charging and Remissions Policy

November 2016
To be reviewed November 2017



open hearts open minds open doors

Our Values

At Leckhampton C of E Primary School, we strive to be the best we can be and aim to help all children develop a love of lifelong learning in a warm, vibrant and caring environment. At the heart of our Leckhampton family are our core values:

Respect

Compassion

Responsibility

Perseverance

Our School Aims:

- Excellence and effort
- Inclusion and diversity
- Fairness and equality
- Supportive parent partnerships
- Community and Church partnerships
- Our well-resourced and exciting learning environment
- Our commitment to safeguarding children
- Our dedicated team of staff and governors



Open Hearts is about being kind and including everyone, **Open Minds** is to do with being adventurous and thinking outside the box. **Open Doors** lets you know that everybody is welcomed into our family.

Introduction

The School wishes to provide for all pupils the best possible educational opportunities available within the funds allocated by the Education Authority. The Law states very clearly that education during normal hours is to be free of any compulsory charge to parents. The School warmly endorses this principle and is committed to uphold the legal requirements.

It is recognised, however, that many educationally valuable activities have been and will continue to be dependent on financial contributions in whole or in part from parents. Without that financial support, the School would find it quite impossible to maintain the quality and breadth of the educational programme provided for pupils. The School's concern is to keep financial contributions to a reasonable minimum and to ensure as far as possible that all children are able to take part, in all activities irrespective of their circumstances.

The law recognises that charges may be made to parents in certain defined circumstances - provided that each school has identified the activities for which charges will be made, has explained the basis on which charges will be made and has explained the basis on which charges may be reduced or

waived for certain pupils. The Governing Body of Leckhampton C.E. Primary School has decided that until further notice its policy will be as follows:-

1 Day Visits

For visits occurring during school time, the School will invite a voluntary contribution from parents to meet costs. For visits outside school time parents will be charged for all allowable costs (see below). Charges may be waived or reduced for children whose parents make application to the Headteacher.

2 Residential Visits during School Time

The School will invite contributions from parents to meet costs other than board and lodgings. Parents will be charged for the full cost of board and lodgings. No charge for board and lodgings will be made for children whose parents are receiving Income Support or Family Credit. Charges may be waived or reduced for other children whose parents make application to the Headteacher.

3 Residential Visits outside School Time

Parents will be charged for the full cost of the visit including all allowable costs (see below) and board and lodging. Charges may be waived or reduced for children whose parents make application to the Headteacher.

Allowable costs include:-

- a) Travel and subsistence costs;
- b) Materials, books, instruments and other equipment;
- c) Non-teaching Staff;
- d) Costs of teaching Staff separately engaged under a contract for services for the visit or activity;
- e) Entrance fees to museums, castles, theatres, etc.;
- f) Insurance costs.

4 Instrumental Music Tuition on an Individual Basis

Tuition during School hours and instrument hire will be charged out to parents at the current rate applicable. Families in receipt of Income Support may apply for a bursary from the school.

5 Classroom Materials

No charge will be made for materials or equipment. However, for certain practical activities (Technology, Cookery, Needlework, etc.) parents may be invited to provide materials or ingredients on a voluntary basis. Where parents take possession of the finished product, the School reserve the right to charge the cost or require the supply of the constituent materials.

6 Pupil Premium Funding

The Governing Body utilises a proportion of the funding available to subsidise school uniform and music tuition for pupils in receipt of pupil premium funding (Ever 6). This provision is reviewed annually.

7 Policy Review

The Governors of the School are required to keep this policy under review. The review will take place annually at the Finance and Premises Committee Autumn Term meeting.