

Carreghofa Primary School

Charging and Remission Policy

Introduction

The Governing Body recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' 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.

Legal requirements

Section 457 of the Education Act, 1996, requires the Governing Body of any Council maintained school to adopt a policy on charging and remission arrangements for school activities. This policy was first adopted by the Governing Body of Carreghofa Primary School on **9th November 2004** and will be subject to annual review see signature.

Principal circumstances in which charging is permissible under the Education Act, 1996:-

- a) Board and Lodging on residential visits;
- b) Costs associated with individual tuition or tuition in groups of up to 4 pupils in the playing of a musical instrument whether in or out of school hours
- c) activities which take place wholly or mainly outside school hours (as defined in Welsh Office Circular 4/89), but which are not provided as part of the syllabus for prescribed public examinations and are not required in order to fulfil statutory duties related to the National Curriculum;

CHARGES

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

- **School visits in School Hours**
The board and lodging element of approved residential activities (These would take part in the school day and continue beyond) deemed to take place in school hours.
- **Activities outside School Hours**
The full cost to each pupil of all approved activities deemed to be optional extras taking place outside school hours. E.g. TNS Football coaching, URDD membership
- **Individual Instrumental Tuition**
The cost to the pupil for providing any instrumental tuition not part of normal LEA peripatetic provision.

Voluntary Contributions

The school may request voluntary contributions from parents and carers for various activities both within and outside the school day, such as day visits and visitors/activities/events in school. Any contributions sought will be voluntary and pupils will not be treated differently according to whether or not their parents/carers make a contribution in response to any invitation. However the school relies on voluntary contributions to fund some activities and may have to cancel activities if there are not sufficient contributions.

Breakages and Damage to School Property

The School Governing Body reserves the right to seek reparation from parents where their children cause breakages or damage to school property.

Materials and Ingredients

A charge will only be made for any materials and ingredients relating to activities taking place during school hours where parents have indicated in advance a wish to own the finished product, e.g. cooking or design technology activities.

REMISSIONS

Where a pupil is in receipt of free school meals, the Governing Body will offer to remit in full or part, the cost of full board and lodging for any residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the National Curriculum.

The costs of the remission of charges under the above arrangements will be met by the school. Parents or carers who think they qualify for a full or part remit should speak to the Head Teacher.

Review

This policy will be subject to an annual review. September 2019

This policy has been agreed and ratified by

The Governing Body:

Signed _____ (Chair of Governors)

The Head Teacher:

Signed _____ (Head Teacher)

Date: _____

Date of Issue:	
Agreed by:	
Date of Previous Issue:	
Review by Date:	