

Poulton Lancelyn Primary School

CHARGING AND REMISSIONS POLICY

The governing body of Poulton Lancelyn Primary School has adopted the following policy in connection with the matter of charging for school activities. This policy sets out the principles upon which the school will operate charges and remissions

1. To make clear what will be provided without charge and what will be offered with a charge being made.
 2. To clarify what is meant by any request for voluntary contributions.
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- No charge will be made for admitting pupils to school.
 - Transport or admission costs for swimming lessons during school hours will be met by the school.
 - School trips and visits form an important part of the curriculum offered by our school. Parents may be asked to make voluntary contributions towards their cost. No pupil will be excluded from a school trip because of their parents' inability to contribute, but it is hoped that parents will feel able to support the school in its efforts to provide a full and interesting curriculum for all its pupils. If the contributions made are not sufficient to enable a planned trip to take place, the Headteacher may cancel the trip or make such changes to the organisation of the trip as he/she thinks necessary.
 - All trips and visits will be organised under the direction of the Headteacher and in accordance with the guidelines issued by LA (Circular 1/86). Staff organising such trips will be responsible to the Headteacher at all times.
 - Parents will be asked to meet the board and lodging costs of residential trips at the actual cost of the provision.
 - Children whose parents are in receipt of support payments and entitled to free school meals also be entitled to the remission of these charges.
 - Parents will be asked to pay in cash for materials which are being used in practical activities if they indicate a wish to own the finished product.
 - Where music tuition is not an essential part of the national curriculum, charges may be made.
 - Parents may be asked for payment towards the cost of repairing or replacing any part of the fabric of the school or any item of school property which has been damaged or lost as a result of their child's behaviour.
 - Parents may be charged for activities defined as "optional extras", that is, activities which are provided mainly out of school hours and which are not part of the school curriculum.
 - Charged meals must be paid for in advance. Parents are requested to provide a packed lunch for their child/ren, if in arrears of 7 days or more.
 - Meals may be given to (staff or) visitors at the discretion of the Headteacher.

The funding of activities will be a clear and open process understood by all. We intend that our charging and remissions policy will be in line with that of the LA and that it will meet the requirements of the law.

Revised and adopted by the Governing Body December 2014