**Bankfields Primary School**

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**Charging and Remissions Policy**

**June 2017**

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| **Governor Review Date** | June 2017 |
| **Review Frequency** | Two years |
| **Date for Next Review** | June 2019 |
| **Head Teacher Approval** |  |
| **Governor Approval****(Finance & Resources Committee)** |  |

Charging and Remissions Policy

All education during school hours is funded. We do not charge for any activity undertaken as part of the National Curriculum. The 1988 Education Act draws a distinction between the term ‘charges’ which are considered to be an obligatory cost and ‘voluntary contributions’ which are self-explanatory.

If payments or contributions are requested by the school, parents/carers will be asked if they wish their child to participate, and if so, are willing to bear the cost on the understanding that if insufficient funds are not forthcoming, trips etc may not be able to take place.

Parent contributions will allow the school to offer an enhanced programme of experiences that would otherwise not be possible. In order to minimise the financial burden placed upon parents/carers, the amount requested will be kept as low as possible. However, it is stressed that any financial contribution made by parents/carers is entirely voluntary and that non-payment will not bar a pupil from participating in any trips.

Voluntary contributions for an educational visit may be partly or fully funded by the school’s resource fund, at the discretion of the Head teacher.

Charges are made for:-

School Lunches (those not qualifying for free school meals)

After School Club\*

\*Children will be placed in After School Club if their parent/carer is late picking them up from school. Therefore, if children are not collected by 3.25pm or within 10 minutes of the end of extra curricular clubs, they will be placed in after school club where they will receive adequate supervision. Parents will be charged £2.00 for this provision, if collected within the first half hour, following which, they will be charged full price (£5.40). This fee can be waived if it is due to circumstances out of parents control.

Parents or Carers will be asked to make a payment or contribution for:-

Residential Visits

Transport

Any trips or optional extras taking place outside of the school day

Educational Visits

These lists are not exhaustive.

Both charges and voluntary contributions may be remitted under certain circumstances at the discretion of the Head teacher. Remissions must be made in writing, however, there is no guarantee that a remission can be made.