

# St Werburgh's Primary School



## Charging and Remission Policy

There are no charges to be made towards the costs of any materials, books, instruments or other equipment for use in connection with statutory education provided during school hours. Parents/carers may wish to provide their children voluntarily with particular items, or make voluntary contributions towards the cost of items.

### **Outings, Visits, Activities to take place during school hours**

Contributions from parents/carers towards the costs of travel, entrance fees, tickets etc. can only be requested on a **voluntary basis**. Pupils will not be treated differently according to whether their parents have made a contribution. If sufficient parents do not make voluntary contributions to cover the cost of the trip then the activity will not take place. There is no limit to the level of voluntary contributions which parents may wish to make.

Governors set a budget figure annually for support towards the cost of educational visits with particular reference to visits to school where parents are asked to contribute a nominal donation.

### **Ingredients/Materials**

Parents / carers will be expected to pay for the cost of ingredients or materials required for cookery, sewing, design, woodwork etc., if the parents have indicated that they wish to own the finished product.

### **Optional Extras**

Charges may be made to parents toward the costs of activities organised to take place **wholly or mainly outside school hours**; and also for activities not provided to fulfill statutory duties related to either the National Curriculum or to religious education. These charges can be made providing parents agree to the optional activity and the charges incurred. Sums paid and not used in these instances are recoverable.

### **Breakages and Fines**

Charges may be made to parents for the cost of replacing any damaged piece of equipment where this is the result of pupil behaviour or lack of responsibility.

### **Personal Belongings and items of clothing**

The Education Legal Department has advised the school that it cannot take responsibility for the loss of, or damage to, children's belongings and are unable to insure against loss.

The Governors reserve the right to review the Charging and Remissions Policy as necessary. Information on future changes will be made available.