

## Horsley Church of England Primary School

### **Charges and Remissions Policy**

The school governors recognise the valuable role played by the P.T.F.A. in supporting many of the educational activities that take place at Horsley Primary School. Without their ongoing financial contribution, the need to ask for voluntary contributions would be much greater.

However, as a governing body, we are also aware that such support cannot and must not be taken for granted. There will be times when it is inappropriate for the P.T.F.A. to offer financial support, or they are not in a position to do so.

The following principles will determine the school's approach and response to charges and remissions for different aspects of school life.

- Activities need to differentiate between:
  - a) those which are an integral part of the school curriculum and those which are 'additional' educational activities
  - b) those which focus on the school / class / groups and those which focus on the individual.
- No parent / carer will be charged for any activities or materials that are necessary for their child having full access to expected learning opportunities.
- Parents / Carers may be asked to make a voluntary contribution towards the cost of any non residential educational activities that take place mainly within the normal school hours.  
No child will be prevented from taking part in any such activities if a voluntary contribution is not made.
- The full cost of residential visits will be charged to parents / carers.  
Where parents / carers are on income support / family credit, the costs for that child will be met by the school subject to the prior agreement of the governing body.
- Parents / carers will be expected to meet the full cost of any private tuition offered through the school, where that tuition is not a normal part of the school curriculum, and where there is no expectation that all children should need to take part in it in order to meet the requirements of the National Curriculum.
- There will be no charge to parents / carers for any materials used where the activity is part of the normal school curriculum.

- Parents / carers will be expected to replace any lost or damaged school equipment that has been taken home to support out – of – hours learning.
- The cost of repairing any wilful damage to the school building or any school equipment, on the part of a pupil or any member of his / her family will be charged to the parents / carers of the child concerned.
- The school will endeavour to make us of any appropriate external funding / grants to reduce the necessity of asking for voluntary contributions towards activities.