



# Charging and Remissions Policy

## September 2023

Signed

A handwritten signature in black ink that reads 'R.J. Hughes'.

Headteacher Mr Richard Hughes  
Date 21.09.2023

Signed

Chair of Governors

Date

Revised: September 2023

Adopted by the Governing Body: September 2023

Review Date: September 2024

## Charging and Remissions

Alway Primary School endeavours to provide the best possible educational opportunities available within the funds allocated by the Education Authority. The law states that education during normal school hours is to be free of any compulsory charge to parents and the school is committed to uphold those legal requirements; we do not charge for any activity undertaken as part of the National Curriculum.

At Alway Primary School we recognise that a wide range of additional activities and experiences can make a valuable contribution towards a child's education and can have a lasting impact. We are committed to using our School Fund and School Budget wherever possible to offset costs to parents. However, many educationally valuable activities have been and will continue to be dependent upon financial contributions in whole or part from parents. Without that financial support the school would find it impossible to maintain the quality and breadth of the educational provision provided for pupils.

In the current economic climate, we appreciate the difficulties many families face. We endeavour to seek value for money for all activities, looking at alternative provisions for similar activities and seeking to fund raise to cover the cost of activities/transport wherever possible. The school's aim is to keep financial contributions to a minimum and to ensure as far as possible that all children are able to take part irrespective of their circumstances.

### School Trips - Voluntary Contributions

When organising school trips or visits, which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip; all contributions are voluntary. If we do not receive sufficient voluntary contributions, we may be forced to cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution; we do not treat these children differently from any others.

If a parent wishes their child to take part in a school trip or event but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit.

The following is a list of additional activities organised by the school which require voluntary contributions from parents. This list is not exhaustive:

- visits to museum
- visits to zoos, animal parks and aquariums
- outdoor adventure activities
- visits to the theatre
- visiting theatre groups/puppet shows
- musical events

### Classroom Contributions

In individual classes where activities go beyond the curriculum to enhance learners' experiences voluntary contributions may be requested from parents, no child will be excluded from classroom activities.

### Residential Visits

If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we ask parents for a voluntary contribution towards the education. However, we do charge to cover the costs of board and lodging. If we cannot raise sufficient funding through these voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

**Visitors to school**

The school is committed to bringing in visitors to enrich and enhance the curriculum. While this is often a cost-free exercise the school may, on occasion, ask for a voluntary contribution for special visits (e.g. theatre groups).

**Swimming**

The school organises swimming lessons for children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity. We inform parents when these lessons are to take place and we ask parents for their written permission for their child to take part in swimming lessons. Where possible the school fund raises to meet the cost of transport, however, there are times we ask for voluntary contributions.

**After School Clubs**

The school offers a range of additional activities after school. These activities are run on a voluntary basis and are provided free of charge. After School Clubs offered by local companies (e.g., Drama Club) will levy their own charges paid directly to them.

**Lost or Damaged Property and Equipment**

Parents may be asked to pay the replacement costs of any school property or equipment which is lost or wilfully damaged by a pupil (e.g. reading books at a cost of £5 each or IT Equipment costs vary depending on the device).

**Equal Opportunities**

We do not discriminate (either directly or indirectly) against anyone on the grounds of their gender, race, ethnic origin, religion, ability, disability, sexuality or any aspect of their social/cultural background. Furthermore, the school community is committed to countering all forms of racial prejudice and discrimination. All procedures are designed to promote equality and diversity.

**Monitoring and review**

This policy and its implementation is monitored by the governing body and will be renewed when guidance/regulations change.