

Policy Review

Governors Policy Review Record	
Policy title	Charging and Remissions Policy
Responsible Staff member(s)	School Business Manager & Headteacher
Governors review by date	20 th OCTOBER 2023
For ratification at GB meeting date	OCTOBER 2022

Governor(s) name	Comments & review date
Helen Young – School Business Manager	No amendments required August 2022
Jacqui Stringer	No amendments forwarded to SBM



Darnhall Primary School



Charging and Remissions Policy

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1 Introduction

The education we provide wholly or mainly during school hours will be free but on some occasions a 'voluntary' contribution towards the cost of an activity may be requested by the school. Parents are free to decide whether or not to contribute. This policy sets out the principles upon which the school will operate charges and remissions. The Headteacher or Governing Body may ask parents for a voluntary contribution towards the cost of:

- Any activity or transport which takes place during school hours
- School equipment
- School funds generally

2 Objectives

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.

3 Strategies

1. No charge will be made for admitting pupils to school.
2. The school may request voluntary contributions towards the cost of some activities or transport planned during school hours.
3. Where parents are asked to make a voluntary contribution towards the cost of an activity or transport which takes place during school hours, or to school equipment or school funds, the contribution will be genuinely voluntary. Pupils of parents who are unable or unwilling to contribute will not be discriminated against.

4. When there are insufficient voluntary contributions to make an activity possible, and when there is no way to make up the shortfall, it will be cancelled.
5. On residential trips that take place wholly, or mainly, during school hours, the school will charge for the cost of board and lodging at the actual cost of the provision.
6. The cost of transport will be divided evenly between the pupils taking part.
7. The Headteacher, at his/her discretion, may decide to waive the cost of the visit for a child if the family are unable to contribute, and the head feels this would unfairly disadvantage the child.

Section 24 of 'A Guide to the Law for School Governors' provides further, detailed guidance on residential and activities during school hours by external bodies.

4 Outcomes

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.