

# **BENWICK PRIMARY SCHOOL**



## **Charging and Remissions Policy**

School Name: Benwick Primary School

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## **Introduction**

The staff and governors of Benwick Primary School recognise the valuable contribution that the wide range of additional activities and experiences, including speakers/visitors, outings, residential visits and clubs, can add to pupils' academic, personal and social development. The Governing Body aims to promote and provide such activities, both as part of a broad and balanced curriculum and as additional activities. Educational activities which take place during school hours should be provided free of charge. It is, therefore, not possible to levy a compulsory charge for transport or admission costs for visits or swimming lessons during school hours. However, without financial support, we would be unable to maintain the quality and frequency of such educational experiences.

## **Voluntary contributions**

When organising school experiences which will enrich the curriculum and education of the children, the school invites parents to contribute to the cost of the visit. All contributions are voluntary. If however, we do not receive sufficient voluntary contributions, we may have to cancel the visit. If a parent wishes their child to take part in an experience event, but is unable to make a voluntary contribution, we do allow the child to participate fully in the activity. Sometimes the school pays additional costs in order to support the experience. The following is a list of additional activities or experiences organised by the school, which require voluntary contributions from parents. This list is not exhaustive:

- Class visits which require transport/entry fees to parks/castles/theatres, etc;
- sporting activities which incur transport costs;
- outdoor adventure activities;
- musical events
- activities/clubs involving cooking and the purchase of ingredients

As stated, if voluntary contributions do not cover the cost of the activity, it may have to be cancelled.

## **Residential visits**

A charge will be made for all residential trips that take place in school time or mainly school time to cover the cost of transport, board and lodgings. Parents experiencing financial difficulties (or their child is eligible for Pupil Premium funding) may make a request for some support towards the cost of the trip through the School Office.

## **Music tuition**

All children study music as part of the normal school curriculum. We do not charge for this. Sometimes we are able to organise peripatetic teachers to teach additional music lessons to individuals or groups of children. There is normally a charge for this from the provider.

## **Swimming**

The school organises swimming lessons for Key Stage 2 children. We make a small charge for this activity to cover the cost of transport to and from the pool. We inform parents when these lessons are taking place.

## **After School Clubs**

The school offers additional activities after school. These are run by members of staff or volunteers. No charge is made for these activities, unless specific resources need to be purchased e.g. Cookery Club; in this case the small charge covers the cost of cooking ingredients. When a specialist coach runs a club e.g. dance, multi-sports, there is a charge for these activities from the provider.

## **Breakages and Damages**

The Governors reserve the right to ask parents to pay for the cost of repairing or replacing property, as a result of wilful damage, or replacing damaged or lost reading books, textbooks or loaned school equipment.

## **Remissions**

The Governing Body may from time to time decide to remit all or part of the cost of activities for a particular pupil. This will be at the Governors' discretion. In other circumstances, there may be cases of family hardship, which make it difficult for pupils to take part in some activities. When this is the case, parents should apply in confidence for the remission of charges in part or full. Authorisation of remission may be made by the Headteacher on behalf of the Governing Body.