



CHARGING AND REMISSIONS POLICY

1. Rationale

The governing body recognises the valuable contribution that the wide range of additional activities, including clubs, visits and residential experiences can make towards pupils' personal and social education. Under the charging provisions of the Education Reform Act, governing bodies may choose to charge for certain defined activities but only if they have first drawn up a statement of their charging and remission policy.

2. Purpose

To comply with the objectives of the charging provisions in the Education Act 1996.

3. Guidelines

3.1 Education provided for the pupils of Knutton St Mary's should be free if:-

- (a) it takes place wholly or mainly during school hours and on school premises;
- (b) it is outside school hours but is required in the syllabuses in prescribed public examinations, or is part of the National Curriculum, or is part of the statutory religious education.

3.2 At Knutton St Mary's, we aim to promote and provide such activities both as part of a broad and balanced curriculum for pupils of the school and as optional extras.

The Governing Body intends to charge parents the full cost of the following areas of activities:-

- (a) Residential visits - in all instances where a school activity involves pupils in nights away from home, a charge will be levied to meet the cost of board and lodging, except in those cases where the remissions policy is applicable (see paragraph 8).
- (b) costs associated with individual tuition in the playing of a musical instrument whether in or out of school hours;
- (c) activities which take place wholly or mainly outside but which are not provided as part of the syllabus for a prescribed public examination and are not required in order to fulfil statutory duties relating to the National Curriculum or to religious education;
- (d) the cost of entering a pupil for a public examination not prescribed in regulations;
- (e) re-sits for public examinations.

4. The governing body will request parents to make voluntary contributions to support school activities whether during or after school hours, residential or non-residential.

4.1 There is no obligation for parents to contribute and no pupil whose parents are unwilling or unable to pay will be discriminated against on this account and will not be excluded from an activity. Where a parent is unwilling or unable to make the full contribution that is suggested by the school a lesser contribution may be negotiated to ensure some contribution is made towards the cost. Making a lesser contribution will not influence the nature of the activity for the individual child.

4.2 Where the level of voluntary contributions falls short of the actual cost the shortfall may be met from the budget, school fund and/or fundraising at the Headteacher's discretion up to the rate of 10% of the overall cost for activities up to and no more than £200. However, where there are not enough voluntary contributions, and there is no way to make up the shortfall, then the activity may be cancelled. The possibility of the activity/visit being cancelled should be made clear in the information sent to parents. The school agrees to pay 50% of a class trip.

