

STILLNESS INFANT SCHOOL



Charging and Remissions Policy

Date of Policy:	December 2021	Approved By: Governing Body
Renewal Date:	December 2023	Finance and General Purposes Committee

Introduction

The Governors of Stillness Infant School recognise the valuable contribution that the wide range of additional activities, including trips, can make towards children's personal and social education.

The Governing Body aims to promote such optional extras as part of a broad balanced curriculum for the pupils of the school and as additional activities.

Where voluntary contributions are asked for, the Governing Body embraces the principle that inability to pay should not result in children being unable to participate in such activities.

A. Educational Visits, wholly or partly in school time.

No formal charge may be made for any element of an educational visit / event. All contributions must be completely voluntary.

Voluntary Contribution

1. It is accepted that unless voluntary contributions are received educational visits may not go ahead as planned. This will be made clear to parents / carers at the outset. The school weighs up the undoubted educational benefits from such outings with the demands it makes on parents. We aim to ensure that costs incurred by parents are reasonable. The school will make it clear to parents/carers that there is **no** obligation to make any contribution.
2. The voluntary contributions are calculated by dividing the total costs of the outing by the number of children taking part. Where accompanying adults are required to pay entrance fees, this cost is also absorbed into the voluntary contributions.
3. If a child, whose parents /carers have paid a voluntary contribution, is ill or kept out of school by his/her parent/carer on the day of the educational visit or event, the school will not be in a position to refund the voluntary contribution, as it has been allocated to cover the cost of the event/visit.

Exclusion

No child will be excluded from an activity simply because his/her parent/carer is unwilling or unable to pay. A child may be excluded because their behaviour is deemed to compromise their own health and safety or that of others. Parents will be warned in advance, and in some circumstances asked to accompany us on the trip.

B.Clubs

We have many extended school clubs e.g. Breakfast club, After school extended, French, Maths, Chess, Cookery, Drama, Multi skills, Arts / Craft, Dance, Gymnastics and Football.

The facilitators charge a specific amount for the children to be involved.

C.Remissions

Where the school is made aware of specific hardship cases, the Head Teacher reserves the right to use voluntary funds to pay for a child's contribution. This would only be in exceptional circumstances as an amount of money is set in the Budget each year to cover this.

D.Materials

Parents may not be charged for ingredients and materials used in school as part of the child's education. If the child is to be allowed to take a finished product home, a voluntary contribution may be asked for to cover the cost of materials. No child should be prevented from taking the product home because they have not made the contribution. Such requests are likely to be exceptional.

E.Materials and Equipment - Breakages & Losses

The school reserves the right to charge parents for any breakages of equipment or school property and fixings (including windows), and for defaced, damaged or lost books, where it is the result of the pupils' unacceptable behaviour.