

Lowe's Wong Infant School

The Governors' Charging and Remissions Policy for School Activities

1. General Principles

1.1 The School Governing Body is committed to the general principle of free education. In determining the charging and remissions policies which are set out in this document the Governors have been mindful of the policy statement produced by the Nottinghamshire Education Committee and have also taken account of the Committee's Entitlement Curriculum.

1.2 The Governing Body recognises the valuable contribution that a wide range of activities, including school visits and clubs, can make towards all aspects of pupils' education. The Governing Body would, accordingly, wish to promote and provide such activities as part of a broad and balanced curriculum for the benefit of pupils of the school.

2. Charges

2.1 The Governing Body reserves the right to make a charge for the following activities which may from time to time be organised by the school.

2.2 Activities held outside school hours: the school will endeavour to provide a range of such activities from time to time and these are generally known as optional extras. Charges may be made for these activities EXCEPT where they are provided to fulfil statutory duties relating to the National Curriculum or to religious education, in which case they are not regarded as optional extras as such and charges cannot be made.

Parents will be notified in advance of any 'optional extras' which the school proposes to organise and the estimated cost. Parental consent will be obtained if their children are to participate in any activities for which a charge may be made.

Any charge for a particular activity will be dependent upon the type of activity and its cost and the number of participants. This charge will not exceed the actual cost of providing the activity, divided equally by the number of pupils willing to participate. The cost of other pupils participating in the visit will not be included in the charge. The charge may however include an appropriate element for such things as:

- a) the pupil's travel costs;
- b) materials, books, instruments and other equipment;
- c) non-teaching staff costs;
- d) entrance fees to museums, castles, theatres, etc.
- e) insurance costs;

f) the expenses only of participating teachers engaged on a separate contract for services to provide the 'optional extra'.

2.3 Materials and ingredients: a charge will only be made for any materials and ingredients relating to activities taking place during school hours where parents have indicated in advance a wish to own the finished product. Alternatively, parents may, in these circumstances, be asked to volunteer to provide the ingredients and materials prior to the activity taking place.

3. Voluntary Contributions

Nothing in this policy statement precludes the School Governing Body from inviting parents to make voluntary contributions for the benefit of the school or in support of any school activity, whether during or outside school hours. Any contributions sought will be entirely voluntary and pupils will not be treated differently according to whether or not their parents make a contribution in response to any invitation.

4. Breakages and Damage to School Property

The School Governing Body reserves the right to seek reparation from parents where their children cause breakages or damage to school property.

5. Review

The School Governing Body reserves the right to review and amend this policy statement, from time to time, as appropriate.

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