

PARLEY FIRST SCHOOL



CHARGING AND REMISSION POLICY

▪ **Introduction**

The Governing Body recognises the valuable contribution that the wide range of activities, including clubs, trips and residential experiences can make towards a child's personal and social education.

The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum and as additional optional activities.

Parley First School's policy for charges meets the requirements of the Education Reform Act 1996.

▪ **School Visits and Activities in School**

The educational value of all proposed activities and visits is carefully considered by staff. Voluntary contributions towards the cost of these activities and visits will be requested and these visits will only take place if sufficient contributions are received to cover the cost.

The Governing Body may wish to remit in full or in part the cost of visits or activities for particular groups of parents, for example, in the case of exceptional family hardship. When arranging a chargeable activity parents will be invited in confidence for the remission of charges in full or part. Authorisation for such remission will be made by the Headteacher in consultation with the Chair of Governors.

▪ **Residential Visits**

"Step Up" funding, administered by EDEP is available to remit the full cost of residential visits for any pupils eligible for free school meals, "Looked after" children and travellers.

▪ **Provision of School Clothing**

No clothing assistance is provided to parents, as school uniform is recommended but not compulsory.

▪ **Curriculum**

A donation may be requested at times from parents to cover the cost of finished articles in Design technology, cooking activities, etc.

NO child will be left out from an activity during school hours because parents are unable or do not wish to make a contribution.

- **Book Bags, PE Bags and School Diaries**

Book bags, PE bags and School Diaries are sold by the school. Pupils eligible for free school meals and “Looked after” children will be provided by the school with a diary (annually) and a book bag and PE bag (at the start of each key stage) free of charge.

- **Activities out of School Hours**

Charges will be made by organisations that run out of school activities on the school site. “Step Up” funding, administered by EDEP is available to remit the full cost of activities outside of school hours for any pupils eligible for free school meals, “Looked after” children and travellers.

- **Musical Instrument Tuition**

The governors have agreed that parents of all pupils receiving peripatetic music tuition must pay the full cost of that tuition and of musical instruments. “Step Up” funding, administered by EDEP is available to remit the full cost of musical instrument tuition for any pupils eligible for free school meals, “Looked after” children and travellers both inside and outside of school hours.

JV/VAD/KW March 2004
MP/DF – Updated March 2010

Reviewed : March 2011

Next Review Due : Spring 2012