

# Lambley Primary School



## Charging & Remissions Policy

# **LAMBLEY PRIMARY SCHOOL CHARGING AND REMISSIONS POLICY**

## **1. ACTIVITIES IN SCHOOL**

During the normal course of a school day, a parent would not be charged for any activity undertaken by their child. Nottinghamshire Local Authority makes it very clear that they are committed to free education for any school based activity which the school directly organises.

Consequently, after-school activities, where organised by members of staff, would not incur any charge at all. These would include netball and football clubs, and lunch-time clubs such as recorder playing.

Outside providers running their club as a business will negotiate prices with the parents/carers of individual children (e.g. tennis, golf etc.) An exception to this, in the case of instrumental music tuition, the cost of lessons will be charged directly to parents, but will be remitted in full where parents of a pupil are in receipt of income support or family credit. In these cases, the cost of tuition will be borne by Nottinghamshire County Council, if the child is recommended as eligible for the remission scheme. (For as long as such a scheme exists).

We ask for donations when a child takes home an item of craft work, and in the past parents have been happy to oblige, wishing to own the finished product.

## **2. ACTIVITIES OUTSIDE SCHOOL**

When organising educational visits we try to keep costs to a minimum, and ask parents to make voluntary contributions towards the expense incurred. Residential visits are different and by law, we are able to charge for the board and lodging element, but other costs such as transport and entrance fees etc, have to be met from voluntary contributions.

## **3. CHARGING FOR DAMAGE**

As a Governing Body we feel it only right to hold parents responsible for the cost of repairing any damage to the school or to its contents, which arises directly from the misbehaviour of a pupil. The school encourages children to respect the property of others, and sees this as an aspect of that policy.

## **REMISSIONS POLICY**

The Governing Body recognises its responsibilities in providing for the complete remission of any board and lodging charges for those pupils whose parents are in receipt of Income Support or Family Credit or when the child is eligible for Pupil Premium, and who participate in a residential trip during school hours.

This has always been at the discretion of the Head Teacher, who, knowing the families, could approach the matter in a sensitive and caring way or discuss the payment through Pupil Premium Review Meetings (LAC Reviews). Depending on the level of take-up, however, some trips may become less than viable where large sums of money are involved.

All parents are advised of the situation regarding remission, and are invited to obtain an application form from the office should they be in receipt of Family Credit or Income Support. This will enable them to advise the school of their wishes in order to complete the appropriate assessment of the true costs involved.

## **REVIEW**

This Policy should be reviewed by the Governing Body on 3 yearly basis.

**Policy adopted by Lambley Primary School Governing Body**

**Date: 17<sup>th</sup> May 2016**

**Date for review: May 2019**

**Signed: \_\_\_\_\_**

**Di Bathgate, Chair of Governors**