

| |
|--|
| Pinewood School Academy Trust Charging and Remissions |
|--|

| | | | |
|----------------------------|-----------|----------------------------|--------|
| Approved by | | Date of Last Review | Nov 19 |
| Frequency of Review | 3 Year(s) | Next Review | Nov 21 |

What does this Policy cover?

We believe it is essential to recognise the valuable contribution that the wide range of additional activities, including clubs, educational visits and residential experiences, can make towards pupils personal and social education.

Why should you read this policy?

Intended Audience: Staff

Key aims of this policy:

- To... to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional activities
- To... clearly set out what types of activity can be charged for and when charges will be made.

Practices

- Any activity which takes place mainly during school hours or is an essential part of the curriculum will be provided free of charge.
- Nothing in this policy statement precludes the governing body from inviting parents to make a voluntary contribution towards the cost of providing education for pupils.

Procedure

| | |
|--------------------------------|---|
| Voluntary Contributions | <ul style="list-style-type: none"> • All pupils in the designated classes or groups will participate in such activities. • No pupil will be excluded or treated differently if his/her parents are unable to make a contribution. • If insufficient contributions are pledged, then the activity might not take place. • The school fund may subsidise an activity where there is a short fall occasioned by insufficient income from voluntary contribution. |
| Residential Visits | <ul style="list-style-type: none"> • A charge may be levied for board and lodging on residential visits. • Where charges are made for a residential visit which takes place during school hours, remission of board and lodging |

| | |
|---|--|
| | <p>charges <u>may</u> be provided for pupils whose parents are in receipt <u>free school meals</u> if required. Parents <u>should contact the school if they are unable to make a contribution</u> each time pupils are invited to take part in a residential visit.</p> |
| Optional Extras Outside School Hours | <ul style="list-style-type: none"> • Charges may be levied for optional extras outside school hours. • Charges will not exceed the actual cost of the individual pupils' participation. This 'cost' can include insurance and accounting costs. |
| Individual Music Provision | <ul style="list-style-type: none"> • Instrumental and vocal music tuition is provided by a third party and paid for accordingly by parents/carers with help with remission of fees provided by HCC as appropriate |
| Charges for Materials | <ul style="list-style-type: none"> • Where parents have indicated in advance that they wish to own a finished product a charge may be made for ingredients or materials. • Parents are expected to provide school uniform, games, swimming and P.E. kit. • No pupil or parent is required to pay for, or supply, any materials, books, instruments, or other equipment in connection with the school activity unless it is an optional extra. |
| Breakages and Damage | <ul style="list-style-type: none"> • Parents may be asked to pay for damage to school property or equipment where this is the result of a pupil's behaviour. |

Effectiveness

We believe this policy will be effective only if we ensure consistency across the school by regular monitoring.