



CHARGING AND REMISSIONS POLICY

Aim

The aim of this policy is to set out what charges will be levied for activities, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents

Responsibilities

The Governing Body of Delamere School is responsible for determining the content of the policy and the Head teacher for its implementation. Any determinations with respect to individual parents will be considered jointly by the Head teacher and the Governing Body.

Prohibition of Charges

The Governing Body of Delamere School recognises that the legislation prohibits charges for the following:

- Education provided during school hours (including the supply of any materials, books, or any other equipment)
- Education provided outside school hours if it is part of the National Curriculum, or part of RE
- Tuition for pupils to learn to play musical instruments if the tuition is required as part of the National Curriculum
- Education provided on any trip that takes place during school hours
- Education provided on any trip that takes place outside school hours if it is part of the National Curriculum
- Transporting registered pupils to and from the school premises, where the LA has a statutory obligation to provide transport
- Transporting registered pupils to other premises where the governing Body of LA has arranged for the pupils to be educated

Charges

The school reserves the right to charge for:

- a) The cost of residential trips. An instalments scheme will operate to allow parents to spread the cost of such trips over a longer period of time
- b) Individual tuition in the playing of a musical instrument outside of the National Curriculum
- c) Any other education or transport fee unless charges are specifically prohibited
- d) Extra-curricular activities and before/after school clubs

Voluntary Contributions

Parents can be invited to make a voluntary contribution for the following:

- Educational visits
- School Fund
- Charity fund raising

The maximum voluntary contribution asked for on any one occasion will not exceed the cost or proportional cost per pupil for the activity.

If we do not receive sufficient voluntary contributions, we may have to cancel a trip.

The responsibility for determining the level of voluntary contribution is delegated to the Head teacher.

Review of Policy

The governors approved this policy in February 2019 and it will be reviewed as part of rolling program of policy reviews.