



**St Saviour's**  
Community Primary School

Believe, Achieve and Succeed

## **SCHOOL CHARGING AND REMISSIONS POLICY**

### **INTRODUCTION**

This charging and remissions policy complies with statutory requirements, has regard to the Authority's policy statements on charging and is reviewed on an annual basis.

### **CHARGING POLICY**

#### **Activities without charge**

There will be no charge for the following activities:

- education provided wholly or mostly during school hours on site. This includes the supply of any materials, books, instruments and other equipment;
- education provided outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination which the pupil is being prepared for at the school, or part of religious education;
- instrumental and vocal music tuition which is part of the National Curriculum;

#### **Voluntary Contributions**

The school may ask for voluntary contributions towards the cost of school-time activities, including transport to / from such activities, to assist with funding subject to the following conditions:

- any children of parents who do not wish to contribute will not be treated any differently;
- where there are insufficient contributions to make the activity viable then the activity will be cancelled.

## **Chargeable Activities**

The school may recover the full costs of the following activities but charges will not exceed actual cost:

- educational or other activities provided wholly or mainly outside school hours which are not:
  - (a) part of the National Curriculum;
  - (b) part of a syllabus for a prescribed public examination which the pupil is being prepared for at school;
  - (c) part of religious education.
- before (Breakfast Club) and after school club provision
- board and lodgings on residential visits (subject to remission arrangements).
- cost of entering a pupil for a public examination not prescribed in regulations, and for the cost of preparing a pupil for that examination outside school hours.
- cost of entering a pupil for a prescribed public examination including re-sits where no preparation has been provided by the school.
- provision of instrumental and vocal tuition, which takes place during the school day and which has been requested by parents/carers.
- day care facilities.

## **Damage to / loss of school property**

Parents may be asked to contribute towards the replacement of school property deliberately damaged by a child. This charge is generally nominal. Lost or damaged reading and library books are expensive to replace, therefore we will ask for the full cost of the book.

## **Remissions Policy**

- There will be minimal charge for board and lodgings for pupils whose parents are receiving income support, income-based job seekers allowance, family credit or disability working allowance. Charges for other 'chargeable activities' may also be fully or partly remitted. Details of any remission arrangements will be made clear when parents are informed of charges for individual activities.

Lorraine Hayhurst  
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