

Willerby Carr Lane Primary School



CHARGING & REMISSIONS POLICY

Introduction

We aim to make the curriculum rich, exciting and wide-ranging within a stimulating learning environment in which every child can achieve success. It is our belief that education should be free, although there will be occasions when it will be necessary to ask for voluntary contributions, and occasionally make a charge.

We take account of the Disability Rights Code of Practice 2002 and the Special Educational Needs Code of Practice 2001 in this policy.

Overview

Under the terms of the 1996 Education Act, education should, in the main, be provided free from charges. The governors and staff accept this as a principle and the following policy outlines their view and proposed action.

Education for pupils is free from charge if:

- it takes place in school hours
- it is part of the National Curriculum.

Exceptions

A charge will be asked for any residential visits and for musical tuition delivered in school. Parents will also be charged a small amount if they request any policy documents from school (to cover administration costs). We will also charge for some activities outside school hours, for example sports coaching.

The cost of school meals is reviewed annually. If parents meet the qualification for free school meals, their child will be eligible for free schools meals. Parents in this situation should fill in the application form available from the school reception desks.

Voluntary Contributions

Voluntary contributions will be requested of parents to allow visits to take place, which supplement and extend work included in the National Curriculum. In cases where there are insufficient voluntary contributions visits will be cancelled. The school values the contribution made by parents over the past years which have allowed visits to take place. Voluntary contributions may be requested on occasions



either in cash or kind for materials or ingredients used in various activities. If finished products are to be taken by pupils a charge may be made.

The Governing Body reserves the right to ask parents to pay for the cost of replacing items of school property which are broken, lost or damaged, where it is the result of a pupil's behaviour.

The school holds its own fund raising events from time to time. Sometimes these support our own funds, but usually they support such charities as Comic Relief, the "Good Samaritan Fund" or the "Poppy Appeal". Note that financial contributions to these events are voluntary.

Pupil Premium

For pupils in receipt of Pupil Premium funding the school will pay for the cost of regular school trips (excluding any residential visits).

Financial difficulties

Where charges would cause financial difficulties, a reduced rate or no charge may be made, at the discretion of the Head. Parents will however be encouraged to make whatever contribution they can. No child will be excluded from any activity because of genuine financial difficulty.

Paying for information

Information published on our website is free, although you may incur costs from your Internet service provider. If you don't have Internet access, you can access our website using a local library or an Internet café.

Single copies of information covered by this publication are provided free unless stated otherwise in section 6. If your request means that we have to do a lot of photocopying or printing, or pay a large postage charge, or is for a priced item such as some printed publications or videos we will let you know the cost before fulfilling your request.

Staff Photocopying

If staff members wish to make personal copies the cost will be 5 pence per black & white copy and 10 pence per colour copy.

Telephone Calls

All local calls are free to staff members. All other calls e.g. mobile numbers and calls to STD codes out of the Hull area should be recorded and passed to the Admin Officer.

