



Charging and Remissions Policy

September 2014

Basic Principles

No charge can be made for necessary education during school hours. The definition of 'education' includes materials, equipment and transport provided in school hours by the Local Education Authority or the school to carry pupils between the school and the activity.

Voluntary contributions

School trips and visits, visitors and practical activities enhance the pupils' learning and broaden their knowledge and experience, but are not strictly speaking necessary to meet the requirements of the National Curriculum. These activities can only be undertaken with the voluntary contributions from parents. No pupil will be excluded from an activity because his or her parents cannot or will not make a voluntary contribution. The contributions will not exceed the actual cost. For larger sums the opportunity to pay in instalments will be offered to parents who wish to pay this way. The school will try to spread requests for voluntary contributions out over the year and is mindful of limiting requests to reasonable amounts. If a trip away from school requires coach hire, that will often form the majority of the cost.

If insufficient voluntary contributions are received to fund a planned activity it may have to be cancelled. Any monies received will be returned.

Remissions

As the school does not actually make any charges, and only asks for voluntary contributions, there is no need to apply any remissions for families in hardship. Any families on low incomes would simply make no or reduced contributions. No child will be excluded from any activity due to an inability or unwillingness to pay.

Music tuition

In Y2 children are offered the opportunity to take violin lessons. These are organised and run by the Brighton & Hove Music Service. Instrumental tuition is an exception to the charging rules. The music service makes a charge and this is paid directly to the music service and not to the school. There are remissions arrangements for families on low incomes.

Breakages and losses

In cases of wilful or malicious damage to equipment, or loss of school books on loan to children, the headteacher may decide to make a charge to cover the cost.