



Monkhouse  
Primary School

# Charging and Remissions Policy

# **Monkhouse Charging and Remissions Policy**

The Governing Body is committed to the general principle of free school education. It recognises the valuable contribution that a wide range of activities, including school visits, residential experiences and clubs, can make towards all aspects of a student's education. The Governing Body reserves the right to make a charge for the following activities which may from time to time be organised by the school.

## **Residential activities held during school hours**

Charges may be made for the board and lodging and travel element of those residential activities which take place during school hours.

## **Activities held out of school hours**

These will sometimes include day and residential experiences. Charges may be made for these activities except where they are provided to fulfil statutory duties relating to the National Curriculum.

## **Examination Fees**

No charge will be made for a prescribed public examination for which a student has been prepared by the school. Charges may be made for re-sitting examinations.

## **Voluntary Contributions**

The Governing Body may invite parents to provide voluntary contributions in support of any school activity, whether during or outside school hours. If insufficient contributions are not forthcoming the trip will be cancelled and the parents who have contributed will be reimbursed.

## **Voluntary Contribution Payments Online**

Parents will be given the school fund bank account details giving the opportunity to pay for school visits and other activities directly into the school bank account via the online payment system. If the visit is cancelled, payments will be refunded by cheque or cash. A record of parental contributions online will be kept by the school.

## **Breakage and Damage to School Property**

The Governing Body reserves the right to request payment from parents where their children have caused breakages or damage to school property where this is as a result of the student's behaviour.

## **Lettings**

The Governing Body reserves the right to let internal and external areas of the school for community and public use. The letting fees charged will be at a minimum and reflect any expenses incurred for running and staffing costs.

## **Policy Review**

This policy will be reviewed annually by the Governing Body Finance Committee