Charing and Remissions Policy

St Mark's CofE Primary School

Introduction

At St Mark's CofE Primary School, we aim to make appropriate charges, which enable and encourage the development of a wide range of enriching activities and uses of our facilities. 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. The governors of St Mark's Primary School recognise that education during school hours should be provided free of charge.

Voluntary Contributions

Voluntary contributions will be sought from parents for activities, including educational visits and special visitors into the school (e.g. theatre groups) which are considered valuable and which the school is unable to otherwise fund. However, individual pupils will not be excluded from any activity where parents decline to make a voluntary contribution. This will be made clear in the communication to parents. Some costs may be met from the school budget, but if this is not possible the activity will be cancelled and contributions already made returned. Where the parents of a child are unwilling or unable to meet any one of the charges the school may make, they can apply, in confidence, to the Head teacher for the remission of charges in part or full. School in certain circumstances, will use the pupil premium grant to ensure that vulnerable children are not excluded from the opportunities offered due to cost.

Residential activities

The Governors will support those residential activities that the Headteacher deems to be of good educational value and complements the curriculum.

For residential visits parents will be charged for board and lodging. Parents will be asked to make a voluntary contribution (see above) to cover the cost of travel and any other costs or services provided.

The school will aim to support parents who are experiencing genuine financial difficulties, or who are in receipt of benefits, to enable their children to participate in the residential opportunities and in some cases these parents may be exempt from paying the cost of board and lodging for their child. Parents who feel they are unable to meet the costs of residentials or who are in receipt of benefits are invited to speak to the head teacher in confidence.

Musical instrument tuition

We are able to offer pupils some additional musical instrument tuition. Instrumental tuition is provided by peripatetic music teachers from Hampshire Music Service for children who express an interest and who are then selected by school and HMS staff. This is in addition to the normal music lessons which are delivered in school as part of the National Curriculum. Charges will be made for teaching either an individual pupil, or small groups of pupils, to learn to play a musical instrument under the tutelage of a peripatetic music teacher. Should parents of children who are in receipt of pupil premium funding wish their child to access these additional opportunities they are invited to speak to the head teacher in relation to costs. Should a child who is looked after by the local authority (LAC) wish to undertake additional peripatetic music lessons the school may meet the costs of these lessons. No refunds will be available due to the school's financial commitment to the music services. The charges that are made for peripatetic music lessons are designed to cover the cost incurred from Hampshire Music Service.

Swimming lessons

Children complete swimming lessons as part of the national curriculum requirements. The school chooses not to charge parents for either the cost of the lessons or for the cost of transportation to and from the swimming baths.

Extra-curricular activities

It is the policy of the school to encourage extra-curricular activities as an addition to the curriculum presented to the children. This provision of extra-curricular activities is to enhance the curriculum and provide pupils with the opportunity to work cooperatively with others. We ask for a voluntary contribution if the after school activity involves an additional cost, including staffing, so that the activity is self-funding. Some after school activities are run by outside agencies and may incur a charge.

Professional training after school

Activities may take place after school that are provided by outside agencies, i.e. Guides, Fencing, Archery, Karate etc. These are organised and arranged between parents and the provider, the school is only involved as a conduit for information and takes no responsibility for payments. As with other activities available through the school, the head teacher should be approached regarding incurred costs for a child in receipt of pupil premium.

Visitors

To enhance the curriculum, children will be given opportunities to go on visits during the school day. There may also be visitors who come into school, e.g. theatre groups, authors etc. Parents will be asked to make a voluntary contribution towards the cost of such events.

Illness and non-attendance.

Whenever a child misses a school trip due to illness or other exceptional circumstances and the school does not incur costs for that child a refund will automatically be offered to the parent for that aspect of the trip. For example we may be able to refund entrance fees but not the cost of travel. Any other request for refunds are to be put into writing to the head teacher and will be considered on a case by case basis.

Payment for damaged school property

We believe that as part of a child's education they should take responsibility for their actions. Therefore when deliberate damage to school property occurs the action will be reported to parents of the child and where appropriate, a request that a contribution towards costs be considered. Where damage is to another pupil's possessions the school will inform the parents of the pupils involved and aim to resolve the matter amicably.

Remissions

Where a pupil is eligible for free school meals, the Governing Body may remit in part or in full the cost of board and lodging for any residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the National Curriculum, and where support is asked for by the parent.

The Governing Body may wish to remit in full or part the cost of other activities for particular groups of parents, for example in the case of family hardship. Parents who are unable or unwilling to make payment are asked to contact the class teacher or the Headteacher to discuss this further. All matters will be dealt with in confidence.

Reviewed by Governing Body: Spring 2023, Spring 2024, Summer 2025, Summer 2026
Next review date: Summer 2027