LONDON BOROUGH OF HAVERING

**Brady Primary School**

**PRIMARY SCHOOL**

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**CHARGING AND REMISSION POLICY**

**Summer 2020**

**CHARGING AND REMISSIONS POLICY**

Any charges made by the school must meet the requirements of the Education Act 1996 and the Education (School Sessions and Charges and Remissions Policies) (Information) (England) Regulations 1999. The governing body of this school endorses the guiding principles contained in the Act and Regulations, in particular, that no pupil should be denied access to the curriculum as a direct result of a charge being levied.

**AIMS:**

* The governing body recognises the valuable contribution that the wide range of additional activities, including clubs, trips and residential experiences can make towards pupils’ personal and social education and wishes to promote and provide such activities both as part of a broad and balanced curriculum and as additional, optional activities for the pupils.
* The governing body wish to establish and maintain a fair and coherent system of charges within the constraints of the School Budget.

**PRACTICE:**

* Charges will not be made for any activities which form part of a prescribed examination syllabus or are required by the National Curriculum.
* Activities which are wholly or mainly within school hours should not normally be chargeable. However, instrumental music tuition and/or loan of instruments may be compulsorily charged, unless it is part of a public examination or National Curriculum course.
* In practical subjects, parents may be asked for the full or partial cost of material or ingredients, if they have indicated in advance that they wish to own the finished product.
* Voluntary contributions may be invited for trips which take place mainly within school hours. No pupil will be excluded because of inability to pay, but the school will need to consider the viability of any trip where the level of contribution does not meet the budgetary requirements.
* Trips which take place mainly out of school hours are chargeable.
* Board, lodging and travel costs will be charged on residential trips, subject to statutory exceptions.
* Insurance costs will be included in charges for trips or activities.
* In cases where charges are to be levied, parents must be advised in advance and monies collected prior to the activity.
* School Budget will not be used to subsidise such support/remission.
* Pupil premium allocation will be used to support associated children with visits and trips.
* In the event of a profit being made, at or above a threshold of £5 per pupil, this balance would be reimbursed to parents.