

Cams Lane Primary School



Policy	Charges and Remissions
Date adopted by Governors	February 2016
Reviewed	February 2017
Reviewed	May 2018
Reviewed	October 2019
Reviewed	October 2020
Reviewed	January 2022
Reviewed	May 2023
Reviewed	Sept 2024
Review date	Sept 2025

Our School Vision Statement

'Together as a Cams Lane family, we will inspire everyone to reach their potential. Guided by our 5 Rs, we will develop independent learners with an awareness of the world around them, ready for the challenges of the future. We will nurture relationships that build confidence and pride within each person.'

Our School Motto

Our motto is the golden thread which permeates our school ethos and drives everything we do in school.

"INSPIRE, BELIEVE, LEARN"

School Values

- Resilience
- Resourcefulness
- Respect
- Reflection
- Responsibility

Overview

The education we provide wholly or mainly during school hours will be free but on some occasions a 'voluntary' contribution towards the cost of an activity may be requested by the school. Parents are free to decide whether or not to contribute. This policy sets out the principles upon which the school will operate charges and remissions

Objectives

1. To make clear what will be provided without charge and what will be offered with a charge being made.
2. To clarify what is meant by any request for voluntary contributions.

Strategies

1. No charge will be made for admitting pupils to school or for any prescribed public examination that a child has been prepared for in school.
2. The school may request voluntary contributions towards the cost of some activities planned during school hours, including school trips and optional extras e.g. materials, books, instruments or equipment used in an activity outside of school hours.
3. Where parents are asked to make a voluntary contribution towards the cost of an activity which takes place during school hours or to school equipment or school funds, the contribution will be genuinely voluntary. Pupils of parents who are unable or unwilling to contribute will not be discriminated against.
4. When there are insufficient voluntary contributions to make an activity possible, and when there is no way to make up the shortfall, it may be cancelled and parents/carers will be advised of this in advance.
5. On residential trips that take place wholly, or mainly, during school hours, the school will charge for the cost of board, lodging and transport, at the actual cost of the provision. Families in receipt of certain benefits may be exempt from this charge.
6. Where music tuition or singing tuition is not an essential part of the national curriculum, charges may be made.
7. The school may provide some after school activities free of charge. There may also be occasions where the school or an external company may run an after school activity on the school premises and a charge will apply in this case.
8. Damage to school property - If a child has caused damage to school property, and it is deemed appropriate then school will charge parents for repair or replacement. .

Refunds

Refunds will be considered if a parent requests a refund due to the child being ill or other significant reason.

If school is able to gain a refund from the admissions fee into an attraction or event, then the parent/carers will receive that as a part refund if a refund is requested. However a large proportion of the trip costs goes on the transport and this will not be able to be refunded.

If a child is removed from a trip due to behaviour there will be no refund given.

If school cancels a trip due to insufficient contributions or a change in circumstances then all monies will be refunded to parent's who have paid.

If school cancels a trip due to conditions completely out of their control, such as extreme weather conditions, official guidance not to travel, and the school cannot recoup any money, then no refunds to parents will be made.

Outcomes

The funding of activities will be a clear and open process understood by all. We intend that our charging and remissions policy will be in line with that of the LA and DFE and that it will meet the requirements of the law.