

Malmesbury Primary School



Charging and Remissions Policy

Prepared by	Local Authority
Committee responsible	Resources
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Signed (Chair of Governors)	
Signed (Headteacher)	

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MALMESBURY PRIMARY SCHOOL

CHARGING AND REMISSIONS POLICY

The Governing Body has regard to Merton's Charging Policy and may choose to charge for certain defined activities.

The Governing Body may from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the Governing Body from inviting parents to make a "Voluntary Contribution" (these words will be used in all letters home) towards the cost of additional activities which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions.

The Governing Body wish to ensure that parents who have financial difficulties are fully aware that the school can help out in these situations by reducing the cost, paying in instalments etc.

Any charge made in respect of individual pupils will not exceed the actual cost of providing the extra activity, divided equally by the number of pupils participating. It will not therefore include an element of subsidy for any other pupils wishing to participate in the activity whose parents are unwilling or unable to pay the full charge. Furthermore in cases where a small proportion of the activity takes place during school hours the charge will not include the cost of alternative provision for those pupils who do not wish to participate; no charge will be made for supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip.

Items which are currently charged include:

1. The board and lodging element of any residential activity which takes place during recognised hours, eg Year 6 Fairthorne Manor trip. Parents who are in receipt of benefits and whose children are on free school meals will receive help but we hope that such parents would endeavour to make full use of the school's arrangement to pay in instalments prior to the visit.
2. Educational visits to enhance an aspect of the children's learning within the curriculum. Parents can discuss financial matters with the Head or Deputy Head Teacher. No charge can be made for any educational day visits, we seek voluntary contributions and a child cannot be excluded due to non-contribution.
3. Some visitors into school, eg authors, theatre groups, music groups. These are used to enhance aspects of the children's learning and

experiences across the curriculum. We cannot charge for such visits but we may seek voluntary contributions. A child cannot be excluded for non-contribution.

4. The cost of tickets to some events, eg sporting events, music festivals.
5. Peripatetic music lessons. Parents set this up as a separate contract with Merton Music Foundation. It is for individual or group tuition (to a maximum of 4) and only provided by the MMF. No charge can be made if the groups are larger than 4, or if the music is directly related to the National Curriculum.
6. Some extra-curricular activities, eg those that may be run by external Sport Development Coaches, eg football, cricket or those run as 'one-off workshops' may incur a particular charge.
7. School uniform, swimming hats and handwriting pens.
8. Breakfast Club (parents will be contacted to discuss a payment plan if debt exceeds £20).
9. Additional nursery hours (parents will be contacted to discuss a payment plan if debt exceeds £30).
10. A small voluntary contribution towards items that are broken or lost by the children eg equipment, windows and books.

Remission

Some (or total remission) of these charges for pupils who are eligible for the Pupil Premium will be considered.

The Governing Body will monitor the effectiveness of the Charging and Remission Policy and ensure the valuable contribution of additional activities and residential trips continue to form an integral part of the educative process.

The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional extra activities.