

Oaklands Junior School

CHARGING & REMISSIONS POLICY

Introduction

The following sections set out the policy of the school in respect of charging for school activities and school visits, in accordance with sections 449-462 of the Education Act 1996.

Where appropriate, the sections also set out the policy of the school with regard to remissions i.e. the circumstances in which the school may decide to remit (wholly or partly) any charge which would otherwise be payable in accordance with the charging policy.

The governing body aims to provide activities which enrich a broad and balanced curriculum. However, it is recognised that many educationally valuable activities have been, and will continue to be, dependent on financial contributions in whole or in part by parents. Without that financial support, Oaklands Junior School would find it impossible to maintain the quality and breadth of educational experiences provided for its pupils.

Activities for which voluntary contributions are requested

Parents and or carers will be asked to make voluntary contributions when:

- materials (ingredients, textiles, resistant materials) are purchased specifically for a task or activity after which pupils can take home the finished item
- activities are organised which are considered to be 'non-essential' but will enhance pupils' learning such as visiting theatre groups, musicians etc
- optional activities which occur outside school hours (including lunch time), where costs are incurred
- day and part day educational visits are undertaken. For visits occurring during school time, the headteacher will ask for a voluntary contribution from parents to meet the cost of the visit
- residential trips are arranged. Parents will be charged the full cost of transport and accommodation and will be invited to make a voluntary contribution to the cost of all activities
- swimming lessons are undertaken. The headteacher will invite parents to make a voluntary contribution to cover the costs
- pupils damage or lose school equipment and or property, only when it is clear that the damage was wilful or resulted from flouting the school rules

- lost and / or damaged library books

Where voluntary contributions are insufficient to cover the costs involved, the trip or activity may be cancelled.

Instrumental music tuition

Teachers from outside peripatetic organisations provide a variety of tuition lessons during the school day. Parents will be charged directly each term to cover the full costs of these lessons.

Additional costs

- school photographs
- school meals
- school uniform
- books, stationery and materials, for pupil's personal use, in addition to those provided by the school

Financial hardship

Pupil Premium funding will be used to cover the costs for those pupils who receive Free School Meals or are on the Ever6 register. However, in cases of other financial hardship which make it difficult or impossible for pupils to take part in particular activities for which a charge has been made, parents are invited to apply to the school (through the headteacher), in confidence, for funding to be sought through pupil premium, charitable organisations or waived wholly or in part.

Review

This policy will be reviewed biennially by the Finance and Premises committee and amended as appropriate.

Approved by Finance and Premises Committee: October 2016

To be reviewed: AUTUMN 2017

Signature of chair of governors.....

Related documents:

**Off Site Activities Policy
Wokingham Borough Council Manual for Off Site
Activities
Best Value Policy**