

**VALENCE PRIMARY SCHOOL**  
**CHARGING AND REMISSIONS POLICY 2018**

### **Rationale**

**The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs, educational visits and residential experiences can make towards pupils' personal and social education.**

### **Aims**

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

### **School Trips**

- Nothing in this policy statement precludes the Governing Body from inviting parents/carers to make a voluntary contribution towards the cost of providing educational opportunity for pupils.
- No pupil will be excluded or treated differently if his/her parent/s or carers/s are unable or unwilling to make a contribution.
- If insufficient contributions are pledged then the activity may not take place at all. In the event of cancellation for this reason the event will be cancelled for all pupils.
- Where a parent/carer is unable to make the full contribution that is suggested by the school, a lesser contribution may be negotiated to ensure some contribution is made towards cost. As with failure to contribute, a lesser contribution will not influence the nature of the activity for the individual child.
- The school fund may subsidise an activity where there is a shortfall occasioned by insufficient income generated from voluntary contributions. However, if the shortfall for any activity is more than 25% of the total cost, then the activity will be cancelled.
- Charges may be levied for optional extras outside school hours if charges are levied to the school.
- Charges may include insurance and administration costs.
- No refunds will be given for non-attendance on school trips due to illness etc. A refund will be given if the child is excluded from going on the trip by the school.

### **Breakages and damages**

- Parents will be asked to pay if their child deliberately damages school property or equipment
- The school may suggest that parents meet the cost of repair or replacement when their child's wilful action has resulted in another child's property being damaged.

### **Breakfast Club**

This provision is funded by the parents of the children who attend. A deposit is required to secure a place and acts as the final week's payment once notice to leave has been tendered. The daily

charge for Breakfast Club is £3.50 for the first child and £2.50 for any siblings. There is no charge on inset days.

**GEMS after school club**

The charge is £10.00 per day for a three-hour period (3pm-6pm) and £5.00 for a 1.5-hour period (3pm-4.30pm)

A late collection fee of £5.00 per fifteen minutes will apply.

**After school lateness**

Parents will be charged for childcare if they regularly pick their children up late at the end of the day or after an activity club. A late collection fee of £2.00 per half hour will apply. For persistent lateness, the child will be taken to GEMS club and the GEMS fees will apply. Admission to clubs may be refused if the fee remains unpaid.

Approved by Resources Sub-Committee

Signed by Chair of Resources Sub-Committee .....Date: .....22.2.18

To be reviewed: Feb 2019