



# VALENCE PRIMARY SCHOOL

## CHARGING AND REMISSIONS POLICY 2021

### 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.
- Pupils in receipt of Pupil Premium Funding will be eligible for a reduction in charges for school trips and after-school clubs. This will be conveyed to parents in the initial letter. Parents will be invited in to talk to the Office Manager about the reduction.
- 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 half hour 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 £5.00 per half hour 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: 4th March 2021

To be reviewed: March 2022