



**Caerleon Lodge Hill
Primary School**

Working together, learning together on our journey to success

Charging & Remissions Policy

January 2022

Current Version

Reviewed _____

Signed _____ (Headteacher) Date: _____

Signed _____ (Chair of Governors) Date: _____



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Charging, Remissions & Lettings Policy

The objectives of the charging provisions in the 1988 Education Reform Act are:

- to maintain the right to free school education;
- to establish that activities offered wholly or mainly during normal teaching time should be available to all pupils, regardless of their parents' ability or willingness to help meet the cost;
- to emphasise there is no statutory requirement to charge for any form of education or related activity, but to give LA and schools the **discretion** to charge for optional activities provided wholly or mainly out of school hours;
- to confirm the right of LA and schools to invite voluntary contributions for the benefit of the school, or in support of any activity organised by the school, whether during or outside school hours.

Caerleon Lodge Hill Primary School's Governing Body will wish to charge for certain defined activities.

Board and Lodging on Residential Visits When pupils attend courses at a residential centre during school time, parents will be requested to pay the appropriate fee, via the school, to Newport CC. When a child is in receipt of free school meals, a reduced contribution may be requested.

Playing of a Musical Instrument Peripatetic "fees" charged for music tuition are paid directly to Gwent Music

Activities which take place Wholly or Mainly Outside School Hours A charge may be made for activities provided wholly or mainly outside school hours, provided they are not part of the syllabus for a prescribed public examination and are not required in order to fulfil statutory duties relating to the National Curriculum or religious education. Examples, at Caerleon Lodge Hill Primary School, have been gymnastics, football and Zumba when run by external providers.

Voluntary Contributions The restrictions on charging for school activities do not in any way prohibit the school from seeking voluntary contributions for the benefit of the school or in support of any school activity, whether during or outside school hours, residential or non-residential.



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Such contributions must be genuinely voluntary and the terms of any request will make clear:

- that there is no obligation to contribute;
- that pupils at the school will not be treated differently according to whether or not their parents make any contribution in response to the request.

If the activity cannot be funded without voluntary contributions then the headteacher will make this clear to parents from the outset. An initial letter will explain the nature of the proposed activity and its value in educational terms. It will then indicate the contribution per pupil which will be required for the activity to take place. It will emphasise that there is no obligation to contribute and that no pupil will be omitted from the activity because his/her parents are unwilling or unable to contribute, but it will be made equally clear the activity will not take place if parents are reluctant to support it.

Alternatively parents may be asked to contribute towards part of the cost of the activity, the rest being met from proceeds of general fund raising events held in preceding months.

Breakages and Fines The school intends asking for payment to replace any broken property caused by persons not associated with the school.

Where school property is damaged as a result of a pupil's behaviour e.g. defaced text book, then parents will be asked to finance the replacement item.