



**ST. LUCIA'S PRIMAMRY SCHOOL**  
**CHARGING FOR REMISSIONS POLICY**

**Introduction**

The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs, practical activities, trips and residential experiences can make towards pupils' personal and social education. The Governing Body aims to provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

**Voluntary contributions for activities as part of the Curriculum**

When organising school trips, visits or workshop activities which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the activity. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel the activity.

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, the child is still to participate fully in the trip or activity as long as parental consent has been given.

If appropriate and funds allow, the school or Friends may pay a proportion of the costs in order to support a visit. Parents have a right to know how each trip is funded.

**Swimming**

The school organises swimming lessons for key stage 2 children. Lessons take place in school time and are part of the curriculum. We ask for a voluntary contribution to cover the cost of transport to and from the pool, provision of a lifeguard/specialist teacher and hire of the pool itself. We inform parents when these lessons are to take place and we ask for their written permission for their child to take part in these.

## **Optional Extra Activities**

(Activities which take place wholly or mainly outside school hours and are not required in order to fulfil statutory duties relating to the National Curriculum or to Religious Education).

It is the governors' policy to charge for such activities organised by the school. The basis for calculating the charge will be proportionate for each participating pupil for travel, board and lodging, materials, books, equipment, entrance fees and insurance.

The following is a list of additional activities organised by the school, which may require voluntary contributions from parents. This list is not exhaustive.

- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to the theatre;
- musical events

## **Activities not run by the School**

When an organisation acting dependently of the school arranges an activity to take place during school hours and parents want their children to join the activity, such organisations may charge parents.

## **Residential Visits**

At times, the school may organise a residential visit for Year 5 and 6 children. The cost of this trip includes board and lodging, transport, materials, entrance to any sites visited and charges for any activities to be experienced. Financial support will be made available for any parents of children of families on forms of benefit, (income support, jobseekers allowance, child tax credit or pension).

Voluntary contributions for these trips are requested from parents. If we do not receive sufficient voluntary contributions, we may cancel the activity.

### **Charging in Kind**

The cost of ingredients, materials, equipment etc. needed for practical subjects such as food technology or DT is budgeted for and borne by the school. However, the school may charge for or require the supply of ingredients and materials if the product is to be owned and taken home by the child afterwards e.g. food products, models containing electrical equipment or batteries. The school will inform parents prior to activities, giving them the notice to pay for materials or purchase their own materials for the activity.

### **Breakages & Fines**

The Governors reserve the right to ask parents to pay for the cost of replacing any item such as:

- broken windows
- defaced, damaged or lost text books
- replacement reading or homework diaries
- any item damaged as a result of unsatisfactory pupil behaviour

### **Special Needs**

The governing body confirms that no pupil with special needs or disabilities will be treated any differently than any other pupil. The school will take reasonable steps to avoid putting children with special needs at a substantial disadvantage.

### **Review**

There will be an annual review of this policy by the full governing body.

Policy Review January 2023