



## South Lake Primary School Charging Policy

South Lake Primary School  
Policy No: Fin 4 Policy on Charging for School Activities

### CHARGES

The school will apply any charges levied by the LEA for services that it provides and also the remission arrangements that the Authority considers appropriate. The school reserves the right to levy a charge in any circumstances permissible under the Education Reform Act.

### VOLUNTARY CONTRIBUTIONS

Parents may be asked to make voluntary contributions for any visit or journey organised by the school and approved by the governors. Although the matter of a voluntary contribution will not be a factor in deciding whether a pupil is allowed to participate in an activity to be financed by voluntary contributions, the school reserves the right to determine whether the level of voluntary contributions is sufficient to enable the activity to take place.

### RESIDENTIAL VISITS

Residential Visits are defined as an 'optional extra' and parents/carers who consent to young people taking part will be charged the full cost of the experience including accommodation costs.

### REMISSIONS

The governors may apply the statutory minimum remission to relevant charges made, to pupils whose parents/carers are in receipt of income support benefits (i.e. eligible for free school meals). Any further remission of charges will be at the absolute discretion of the governors.

### BREAKAGES

The governors reserve the right to ask parents to contribute to the cost of replacement items incurred as a result of breakages, loss or damage to books, equipment or other material other than the normal fair wear and tear.

### CHARGING IN KIND

Where parents indicate in advance that they wish to own the finished product of a practical activity, they may be asked to provide or pay for ingredients, materials, equipment etc. needed. No child will be at a disadvantage because of a parent's unwillingness or inability to contribute in this way.

## REFUNDS

Where the school has requested and received a deposit in advance of planned activities, such deposits shall, in general, be non-refundable. In exceptional cases a level of refund may be possible where:

- The school can recover in full or in part monies already paid to third parties
- An alternative attendee for the activity can be identified and accepted by the relevant third party(s). In both cases the refund may be less than the total already paid to cover any charges imposed by third parties and to cover school administration costs.