

Oxford Grove Primary School  
Charging & Remissions



September 2019

To be reviewed September 2020



### **Justification**

The education we provide wholly or mainly during school hours will be free but on some occasions a 'voluntary contribution' towards the cost of an activity may be requested by the school. Parents are free to decide whether or not to contribute. This policy sets out the principles upon which the school will operate charges and remissions.

The Charging and Remission Policy for Oxford Grove is detailed below: -

### **Charging Policies**

When a charge is made for each pupil in an identified activity, this will not exceed the actual cost. If further funds need to be raised, for example, to help in hardship cases, this will be by voluntary contributions or general fundraising, and not by charging the paying pupils more.

Charges for the following activities will be made:-

- Board and lodging on residential visits.
- Costs associated with individual tuition, and tuition in groups, in the playing of musical instruments, including vocal tuition, out of school hours (unless it is provided as part of the syllabus for a prescribed public examination or is required by the National Curriculum).
- Activities which take place wholly or mainly outside school hours, but which are not provided as part of the syllabus for a prescribed public examination and which are not required in order to fulfil statutory duties relating to the National Curriculum or to Religious Education.
- The cost of entering a pupil for a public examination, not prescribed in regulations, and for preparing the pupil for such an examination outside school hours.

No charge will ever be made for the following:-

- Transport or admission costs for swimming lessons during school hours.
- For admitting pupils to school.

### **Other Activities During School Hours**

In addition to music tuition, non-school organisations may be asked by the school to arrange an activity to take place during school hours and such organisations may charge parents. While school cannot charge for school time activities, we may still ask parents to make voluntary contributions to help school funds go further where this is the source of funding. It is legitimate for the school to say a particular activity cannot take place if insufficient voluntary funding is not forthcoming. However, pupils of parents who are unable or unwilling to contribute will not be discriminated against.

### **Voluntary Contributions**

Although school cannot charge for school-time activities, we may still invite parents and others to make voluntary contributions (in cash) to make school funds go further. School also wish to make it clear that children of parents who do not contribute will not be treated any differently. However when there are insufficient voluntary contributions to make an activity possible, and when there is no way to make up the shortfall, it may be cancelled.

### **Outcomes**

The funding of activities will be a clear and open process and understood by all. We intend that our charging and remissions policy will be in line with that of the LA and that it meets the requirements by law.

### **Review**

This document will be reviewed as part of the Finance and Premises Committee in Spring Term by the Head teacher and Governors in preparation for September 2019.

**Chair of Governing Body**

**Head Teacher**

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Position: \_\_\_\_\_