



Joydens Wood Infant School

CHARGING AND REMISSIONS POLICY FOR SCHOOL ACTIVITIES

Introduction:

The Board of Governors of Joydens Wood Infant School recognises the valuable contribution that a wide range of additional activities including clubs, trips and residential experiences can make towards pupils' personal and social education. It aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

1. CHARGING FOR SCHOOL ACTIVITIES

With one or two exceptions the 1988 Education Reform Act does not allow parents to be charged for the following activities:

- (i) those taking place during school hours
- (ii) those taking place outside school hours if they are needed to fulfil any requirements specified in the syllabus for a prescribed public examination or specifically to fulfil statutory duties relating to the National Curriculum or Religious Education.

The policy of the school's Board of Governors with regard to charging is as follows:

- a) Parents may be asked to reimburse the school the cost of library resources and reading books when the academy has exhausted all avenues to recover the resources from the pupil. Any request to pay for resources to enable the school to purchase replacements will only be made as a last resort.

2.VOLUNTARY CONTRIBUTIONS

The cost of activities taking place in school time, where charges may not be made, may be provided through voluntary contributions from parents. Please note that nothing in this policy statement precludes the Governing Body from inviting parents to make voluntary contributions towards the cost of activities. In the past many activities have only been made possible by inviting parents to make contributions, and the Governors hope that parents will continue to give their full support by contributing voluntarily to similar activities in the future.

Where voluntary contributions are invited no pupil is left out of an activity because his or her parents cannot or will not make a contribution of any kind.

3. ACTIVITIES ARRANGED BY A THIRD PARTY

Activities arranged by an outside organisation may charge parents. Such an arrangement would not need to meet the academy policies on charging or remissions.

Where such visits would entail approval of leave of absence for pupils and teaching/associate staff involved full details will be submitted, to the Governing Body, for approval.

4. OTHER ACTIVITIES CHARGED TO THIRD PARTIES

The school may charge for the hire of school facilities. Charges are reviewed annually by the Governors' Finance Committee to ensure the delegated budget is not subsidising the cost of running facilities for third party use. Charges are notified to hirers in advance of booking the facilities and a lettings agreement and application form are completed before use of the facilities is allowed.

Users are invoiced wherever possible in advance of using the facilities and in accordance with VAT rules and regulations.