



CHARGING AND REMISSIONS POLICY

Burnham Copse Primary School offers a broad and balanced curriculum aimed at meeting the needs of all children to ensure that they enjoy their education and achieve to their full potential. Additional activities may be offered to further enhance the educational experience.

It is the Governing Board's intention that all pupils should have an equal opportunity to benefit from school activities although some activities offered to the pupils will incur a charge.

Charging

The Governing Board recognises its responsibility to ensure that the offer of activities and educational visits does not place an unnecessary burden on family finances. To this end we will try to adhere to the following guidelines:

- Where possible we shall publish a list of residential visits (and their approximate cost) at the beginning of the school year so that parents/carers can plan ahead
- We have established a system for parents/carers to pay in instalments

Activities during school hours

- No charges are made for education during school hours. School hours are those when the school is in session and do not include the break in the middle of the day.
- The school provides some activities during school hours for which a voluntary donation is requested. Where there are not sufficient contributions to make the activity possible, and there is no way to make up the shortfall, the activity will be cancelled.
- Charges may be made for the ingredients/materials for activities where a product is produced which the child will take home.

Activities outside school hours

- Charges will be made for activities outside school hours offered by external providers.
- Any charges for activities outside school hours, which are run by members of the school staff, will be to cover the cost of materials and/or transport.

Residential Visits

- On residential visits charges can be made for board and lodging but, because the visits take place during school hours, the cost of travel has to be met by voluntary contribution.
- No child will be discriminated against should parents not wish to contribute to travel costs. However, if sufficient contributions are not made the visit will not proceed.

Remissions

Parents in financial difficulties should speak to the Headteacher to discuss any remission or help.

Reviewed: September 2022

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