

# Westgate Primary School



## Charging and Remissions Policy

### Rationale

The Governing Body recognises the valuable contribution that the wide range of additional activities, including day and residential educational visits; musical and theatrical performances, can make towards the children's personal and social education. These activities provide pupils with experiences beyond the normal scope of the National Curriculum.

The Governing Body 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.

### Charges

The Governing Body reserves the right to make a charge in the following circumstances for activities organised by the school:-

- Board and lodging provided for pupils on residential visits. We ask most parents to pay the full charge but do where possible make an appropriate reduction for those families eligible for free school meals.
- Instrumental music tuition, subject to the availability of a teacher, usually in a group of no more than 4. At present the Governors feel the school should continue to pay for those children whose parents request lessons to ensure equal access for all to such activities.
- Visits from outside groups - e.g. Theatre companies, Music Ensembles, Life Education Bus, We ask for a voluntary contribution for most of these types of activities

### Vandalism

The Governing Body reserves the right to ask parents for a reimbursement of any costs of vandalism.

- Where an act of vandalism has been investigated and the student responsible identified, the parents will then be asked to pay the cost of repair/replacement of the item concerned.

#### Activities organised by outside providers

- Activities taking place out of school hours and organised by external providers will be charged for in full. This includes but is not limited to:
  - Superball Paul Club
  - Before and After school care services
  - Activities laid on after school hours and provided by an outside organisation are charged for in full

#### Charges in Kind

Where a child participates in a Food Technology activity the parents or carers may be asked to supply the ingredients, or a nominal contribution will be requested for such an activity, on the understanding that the finished product is taken home at the end of the school day.

#### Remissions

If a residential activity takes place largely during school time, meets the requirements of the syllabus for a public examination, or is to do with the national curriculum or religious education, no charge may be made either for the education or for the cost of travel.

However, charges in full can be made for board and lodging in these circumstances.

Authorisation of remissions, will be made by the Headteacher.

#### Voluntary Contributions

Nothing in this policy statement precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of providing an educational activity for pupils. School reserves the right to cancel the trip should they not receive enough voluntary contributions to ensure it is financially viable.

The Governing Body may from time to time review its Charging and Remissions Policy and inform parents in writing of any amendments.

Signed and agreed by Chair of Governors

Reviewed July 2025

