

# **Goodrich Community Primary School**

## **CHARGING AND REMISSIONS POLICY**

The Governing Body of Goodrich Primary School recognizes the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education.

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.

All schools are required to have a policy towards Charging and Remission for activities that take place in and out of school hours. Goodrich Community Primary School operates the following policy:

- a) It is proposed that where activities take place during school session time, parents will be invited to make voluntary contributions towards the total cost. Such activities may include for example, class outings, day visits, residential trips and sometimes any group of visiting actors, musicians, etc. A pupil will not be debarred from taking part in the activity because the parents cannot or will not contribute, but the activity may not take place unless sufficient voluntary contributions are received to cover the cost.
- b) Charges may be made for additional instrumental music tuition during school hours.
- c) Parents whose children borrow school instruments may be asked to make a voluntary contribution towards their upkeep and repair.
- d) For any activity that takes place outside school session time (e.g. theatre visit), charges will be levied as appropriate.
- e) Charges for craft and cooking materials may be levied where parents have indicated they wish to own the finished article.
- f) Voluntary contributions may be sought to cover miscellaneous expenses e.g. Christmas Parties.
- g) After-school clubs will often involve an additional charge.

### **Charging for Breakages, damage or loss**

Subject to the school recognizing that accidental damage can sometimes occur, the school will seek to recover the costs incurred as a result of any item of school property being damaged, broken or lost as a result of misbehaviour, thoughtless behaviour or carelessness. Damage to books, equipment or fabric of the building is unacceptable and offenders are expected to make good the cost of such damage. Parents may be charged for willful damage by their children, to school property. In the event of books being lost or damaged, parents/carers may be asked to replace or refund the total cost of each book or make a contribution towards replacement.

### **Other charges**

The Headteacher, Finance committee or Governing Body may levy charges for miscellaneous services up to the cost of providing such services, e.g. Photocopying- as and when it is necessary.

November 2015

### Remissions

In order to remove financial barriers from disadvantaged pupils, the governing body has agreed that some activities and visits where charges can legally be made will be offered at no charge or a reduced charge to parents in particular circumstances.

If the parent/guardian of a pupil is in receipt of the Pupil Premium, charges in respect of board and lodging may be remitted in full on some trips or activities.

### Friends of Goodrich

We raise funds through the provision of community events and school activities for children. The Association charges children to attend evening Discos or other such entertainment. Children usually attend in sufficient numbers to ensure a profit is made for the Association funds, which are dedicated to providing additional resources for school.

In the past, FOG has helped to pay for bursaries for children in receipt of the Pupil premium to enable them to go on residential trips, and they have paid for class trips so that everyone can benefit.

### Lettings

The school may make its facilities available to outside users at a charge of at least the cost of providing the facilities. The scale of charges is determined annually by the Finance Committee and form part of our separate Lettings policy.

The school may charge the providers of after-school clubs to use the premises if these are run for profit. In addition, the school may make a charge for the provision of additional tuition on the school site if this is not free to the children.

### **Premises Hire Charges** (deposit is required at time of booking)

Area	Hire Charge Weekdays	Hire Charge Weekends	Day Rate (dependent on times)	Refundable Deposit
Main Building Upper & Lower Halls	£40 per hour	£50 per hour	£140 -£180	£250
Lythgoe Hall	£40 per hour	£50 per hour	£140 -£180	£250
Astroturf	£35 per Hour	£40 per hour	£140-£180	£150
Meeting Room	£25 Per hour	£35 per hour	£140 -£180	£150
Small Meeting rooms	£15 per Hour	£25 Per Hour	£100 -£140	£100

Headteacher Signature:

Chair Governor's Signature:

Date:

16.11.15

Review date: November 2016