

# Federation of Pinvin C of E First School and St Nicholas C of E Middle School, Pinvin

Main Street, Pinvin, Worcestershire WR10 2ER



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## Charging & Remissions Policy

The Governors of the federation of Pinvin First School and St Nicholas Middle School (Pinvin) have agreed the following principles for its Charges and Remissions policy:

1. The Schools will NOT charge for costs relating to education provided during school hours or outside normal school hours if part of the National Curriculum or costs relating to public examinations if the pupil has been prepared for it at the school
2. The Governors and Staff recognise that a range of activities, which are additional to National Curriculum work, such as educational trips, can make a valuable contribution towards the academic, personal and social development of the pupils.
3. The Governors, in wishing to promote such activities, will, at times, invite parents to make voluntary contributions, particularly to cover transport costs. It may be the case that, should insufficient funds be available for a particular event, the event may not be able to take place. Parents will always receive specific information, in advance, of an activity taking place, including details of the schools' policy for allocating places for visits.
4. The Governors will ensure that all children are able to take part irrespective of their circumstances. No pupil may be excluded from educational trips if parents decline to contribute.
5. For all such trips a suitably qualified and insured third party coach or minibus company may be employed, which may increase the cost of some activities. Only in exceptional circumstances should anyone transport a pupil on school business in a private vehicle. In this event the person concerned must have business use on their car insurance, must have been DBS checked and must have parental permission.
6. There may be a charge for items which children are allowed to take home and own which have been produced as part of National Curriculum Work.
7. There may be charges for music tuition and instrument hire.
8. There may be occasions when the children have the opportunity to benefit from the skills of highly qualified professionals. On these occasions the school may have to request a contribution towards the cost of such activities.
9. If there is a case of family hardship, the charges for children whose parents are in receipt of a range of income support or family credit or at the discretion of the

Executive Headteacher and the Chairman of Governors, if appropriate, can be borne partly or in full by the school. Such requests will be treated seriously, sympathetically and in absolute confidence.

10. For any activities for which the principles in this policy are unclear, a decision will be made by the headteacher based on the Local Authority's Notes of Guidance for Governors and Schools entitled "Charging and Remissions Guidance including Governor Allowances" dated December 2012.

Review Date: Spring term 2016