



PARTNERSHIP LEARNING

Charging & Remissions Policy

1 Introduction

- 1.1 The Board of Trustees recognise the valuable contribution that the wide range of additional activities – including clubs, out of school trips, residential visits and experiences of other environments – make towards students' all round educational experience and their personal and social development.

2 Charging

- 2.1 The Board of Trustees reserves the right for schools to make a charge in the following circumstances:
- I. Trips and residential visits: all costs;
 - II. Activities outside of school hours;
 - III. Lettings to community groups where a clear community benefit is achieved;
- 2.2 Within each school's budget a sum of money may be earmarked to subsidise the cost of school visits. This is at the discretion of the Local Governing Board. The balance of income and expenditure pertaining to school visits will be reported in a memorandum account. However, it should be noted that no activities other than school visits should be undertaken at a loss to any individual school.

3 Remissions

- 3.1 The Local Governing Boards may remit charges in full or in part to parents after considering specific hardship cases. The LGB invites parents to apply, in the strictest confidence, for the remission of charges in part or in full. The Headteacher will authorise remission in consultation with the Chair of the LGB.

4 Insurance

- 4.1 Any insurance costs will be included in charges made for trips or activities.

5 Voluntary contributions

- 5.1 Nothing in this policy statement precludes the Local Governing Boards from inviting parents to make voluntary contributions. The LGB should make clear that such contributions are voluntary. Children of parents who do not contribute will not be discriminated against, and that if insufficient contributions are received the trip may be cancelled.

6 Monitoring, Evaluation and Review

- 6.1 The Board of Trustees will review this policy annually and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the Trust.