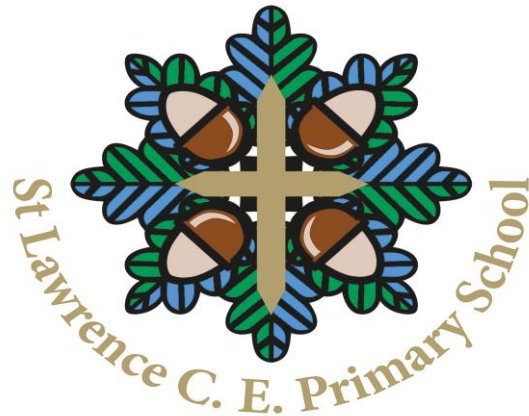


St Lawrence CE Primary School



Charges & Remissions for School Activities Policy

Ref : STLAW.006
Version 3.0

Revised: May 2019

Consultation with staff and Governors

and adoption of policy: Summer Term 2019

Review date: Summer Term 2022

1. Introduction

In accordance with the requirements of Section 110 of the Education Reform Act 1988 (ERA) the LA is required to adopt a policy on charging and remission arrangements for school activities.

Under Section 118 a similar requirement is placed on Governing bodies of all school maintained by the Council and until such time as governors adopt arrangements for charging and for any remission, no charges or remissions can be levied by the LA or by the Governors. Nothing prevents contributions being invited on a voluntary basis but no child may be disadvantaged by a failure to contribute.

2. Principal circumstances in which charging is permissible under the act

- 2.1. **Optional extras** – Activities not related to the National Curriculum or to prescribed public examinations or to fulfil duties relating to religious education taking place outside school time.
- 2.2. **Individual instrumental tuition**- Individual tuition not related to the National Curriculum or to prescribed public examinations.
- 2.3. **Materials used in craft subjects** – subject to the parents having agreed in advance they wish to own the finished product.
- 2.4. **Board and lodgings charges** – At any time (in school or otherwise) subject to full remission to those parents in receipt of income support or Family Credit benefits for residential visits taking place or deemed to take place in 'school time'.
- 2.5. **Examination entry fees** – Public examinations where the pupil has not been prepared by the school. Re-sits of prescribed public examinations where no further preparation has been provided by the school.

3. Main principles of school policy

The Charging and Remissions Policy for St Lawrence School will be as follows:

- The Governors reserve the right to make charges where the law allows and as set out in the above section of this policy.
- Individual instrumental tuition able to be accommodated at the wishes of parents will be on the understanding that the parents meet the full costs involved.
- From time to time it may be possible for the cost of trips and activities to be subsidised either wholly or in part from private school funds. Parents will be so informed when these occasions arise.
- The Governing Body notes that the LA will fund board and lodging remission costs for 'in school time' courses at the Shropshire Outdoor Centre, Arthog.

Should the Governing Body choose to hold 'in school time' residential visits at some other venue, remission of board and lodging costs will be provided by the school to those who are entitled and who claim.

- The Governing Body have instructed the Head of School to include in the school's Behaviour Code that parents will be asked to meet or contribute towards the cost of damage to or loss of school property arising out of individual's behaviour.
- This policy statement will be kept under review.

4. Remission policy

Pupils whose parents are in receipt of income support or family credit or such other pupils at the discretion of the head teacher and chairperson of governors will not be charged for residential board and lodging costs which arise from school sponsored activities forming part of the curriculum. [Statutory Provision- ERA 88-Section 110 and Section 106].

Approval Information - Governors

Position	Chair of Governors/Parent Governor
Name	Mr Paul Evans
Signature	
Date	

Position	LA Governor
Name	Mrs Helen Ashby
Signature	
Date	

Position	Foundation Governor
Name	Rev H Morby
Signature	
Date	

Position	Foundation Governor
Name	Mrs P Jones
Signature	
Date	

Position	Co-opted Governor
Name	Mrs Alison Moore
Signature	
Date	

Position	Co-opted Governor
Name	Mrs Rachel Voiculescu
Signature	
Date	

Position	Staff Governor
Name	Mr Laith Al-Asmar
Signature	
Date	

Approval Information - School

Position	Executive Head Teacher
Name	Miss Helen Osterfield
Signature	
Date	

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Position	Head of School / Class 1 Teacher
Name	Mrs Alison Moore
Signature	
Date	

Position	Class 2 Teacher
Name	Mr Laith Al-Asmar
Signature	
Date	

Position	Class 3 Teacher
Name	Mrs Claire Standish
Signature	
Date	

Position	Class 1 & 3 Teacher
Name	Mrs Emily Barker
Signature	
Date	

Position	School Business Manager
Name	Mrs Amanda Care
Signature	
Date	

Position	School Administrator
Name	Mrs Michelle Stevens
Signature	
Date	

Position	HLTA
Name	Mrs Kerry Tudor
Signature	
Date	

Position	Cover Supervisor/Lunchtime Supervisor
Name	Mrs Tracey Jenkins
Signature	
Date	

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Position	Cover Supervisor/Lunchtime Supervisor
Name	Mrs Caroline Sankey
Signature	
Date	

Position	Cover Supervisor/Lunchtime Supervisor
Name	Mrs Heather Kynaston
Signature	
Date	

Position	Teaching Assistant
Name	Mrs Anita Pollard
Signature	
Date	