

RIVERSIDE SCHOOL



Charging and Remission Policy

Background

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

Riverside School believes that all pupils should have an equal opportunity to benefit from school activities and visits (curricular and extra-curricular) independent of their parents' financial means. This charging and remissions policy describes how we will do our best to ensure a good range of visits and activities are offered and, at the same time, try to minimize the financial barriers which may prevent some pupils taking full advantage of the opportunities.

The 1996 Education Act requires all schools to have a policy on charging and remissions for school activities, which will be kept under regular review. The review date for this policy is recorded on the front page of this document.

Charges

The governing body will not in all circumstances charge but reserves the right to make a charge. This policy identifies activities for which charges will be made, charges will not be made and charges may be waived.

Separate from the matter of charging, Riverside School may always seek voluntary contributions in order to offer a wide variety of experiences to pupils. All requests for voluntary contributions will emphasise their voluntary nature and the fact that pupils of parents that do not make such a contribution will be treated no differently from those who have. It must however be mentioned, that there may be instances where a visit or activity cannot go ahead unless all parents have made a contribution. This will be stated in communication with parents accordingly.

No charges will be made for:

- Education provided during school hours (including the supply of any materials, books, instruments or other equipment).
- Education provided outside of school hours if it is part of the school's curriculum.
- Entry for a prescribed public examination or examination re-sits.

The school reserves the right to charge for the following activities organized by the school:

School Journeys in School Hours

The board and lodging element of approved residential activities deemed to take place in school hours.

The cost of meals, refreshments and entrance fees.

Activities outside School Hours

The full cost to each pupil of all approved activities deemed to be optional extras taking place outside school hours.

Instrument tuition

The cost of musical instrument tuition if provided at the parent's request.

Charging in Kind

Materials and ingredients: the cost of materials or ingredients for art and design, food, hospitality and catering, if parents have indicated in advance that they wish to own the final product.

School Property

The Governors reserve the right to charge parents for non-accidental damage to, or loss of school property.

General

The Governing Body may from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the Governing Body from inviting parents to make a Voluntary Contribution towards the cost of additional activities which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions.

Remissions

Where the parents of a pupil are in receipt of income support or family credit, the Governing Body will offer to remit in full the cost of full board and lodging for any residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the School's Curriculum.

The Governing Body may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents will be invited in confidence for the remission of charges in full or in part. Authorisation for such remission will be made by the Headteacher in consultation with the Chair of Governors.