



**Ormskirk Church of England Primary
School**

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Charging and Remissions Policy

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2024 - 2025

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SCHOOL CHARGING AND REMISSIONS POLICY

INTRODUCTION

This charging and remissions policy complies with statutory requirements, has regard to the Authority's policy statements on charging and is reviewed on an annual basis.

CHARGING POLICY

Activities without charge

There will be no charge for the following activities:

- education provided wholly or mostly during school hours. This includes the supply of any materials, books, instruments, other equipment and also transport provided in school hours to carry pupils between the school and an activity
- instrumental and vocal tuition for children in care
- Autumn and Spring term trips which are linked to the children's education. For the summer term parents are asked for a voluntary contribution towards trips and residentials
- Swimming lessons for school pupils.

Voluntary Contributions

The school may ask for voluntary contributions towards the cost of school-time activities to assist with funding subject to the following conditions:

- any children of parents who do not wish to contribute will not be treated any differently;
- no pupil may be left out of an activity because his or her parents cannot make a contribution of any kind
- contributions will be calculated to ensure that the costs of the activity are covered but do not exceed the actual cost of the trip
- any costs incurred for teaching/support staff required to run the activity safely will be met by school and are not incorporated into the parental contribution

- **where there are insufficient contributions to make the activity viable then the activity will be cancelled.**

Chargeable Activities

The school may recover the full costs of the following activities but charges will not exceed actual cost:

- educational or other activities provided wholly or mainly outside school hours which are not:
 - (a) part of the National Curriculum;
 - (b) part of a syllabus for a prescribed public examination which the pupil is being prepared for at school;
 - (c) part of religious education.
- board and lodgings on residential visits (subject to remission arrangements).
- provision of instrumental and vocal tuition, which takes place during the school day and which has been requested by parents/carers.
- day care facilities (at time of writing for school pupils the costs are: breakfast club-£3.75 / after school club-£6.75 per session and £15 for a day in the holiday club. An additional £1 admin charge per session is charged for late bookings).
- Nursery provision
- Nursery swimming

Remissions Policy

There may be occasions where it is deemed favourable to a child with needs to be attending before or after school club, or holiday club for a temporary period and the school leadership team deem it correct not to make charges. Such instances are rare and the finance committee of the governors will be informed.

October 2024