

# Bournes Green Infant School

## Charging and Remissions Policy

### Our Vision

At Bournes Green Infant School the governors, staff, children, parents and carers work together in an atmosphere of mutual respect and trust in a community that is strengthened and enriched by a diversity of background, culture and religion. Our priority is to foster the self-confidence, self-esteem and independence of **all** in a climate of growth and opportunity that will enable us to achieve the highest standards. We actively promote a healthy environment in which children enjoy learning and develop the skills needed to become responsible members of society.  
We aim to bring learning to life.

In accordance with the 1988 Education Act parents are not obliged to pay towards any activities provided as part of a child's education.

At Bournes Green Infant School we aim to provide a range of experiences, visits and activities that will enhance learning. To enable these to take place we do ask for voluntary contributions.

Parents who have difficulty meeting any charges should discuss the matter in confidence with the headteacher.

Remission of charges can be made in cases of demonstrable hardship but will not apply to activities which take place out of normal school hours.

### **Art, craft and cookery activities**

From time to time charges may be made in respect of materials, should parents wish to own the finished product.

### **Visits from outside individuals or groups**

Contributions will be invited to cover the full costs unless sponsorship can be obtained.

### **Swimming**

The school makes a voluntary charge for swimming lessons. This enables us to pay the instructor and pay the junior school an element of the pool management and upkeep costs. Swimming can only take place if fully funded by the parents.

### **Educational visits**

These are a very important part of a child's general development. We ask for voluntary contributions but the visits can only take place if fully funded by the parents.

### **Before and after school activities**

The school may charge for optional activities which incur additional costs and which happen outside school hours.

**Loss or damage to property and equipment by children**

Parents are asked to make a contribution towards the replacement or repair cost, if necessary.

**Other charges**

The Headteacher, Leadership and Management Committee or Governing Body may levy charges for miscellaneous services up to the cost of providing such services.

See Freedom of Information Act which details charges for providing copies of documentation.

A £20 charge is levied, for staff to endorse passport applications. Please note they must be able to settle all legal requirements before doing so.

**Review**

This policy was reviewed by the Governing Body Summer 2018.

It will be reviewed in accordance with our Policy and Procedure Documentation Review Cycle.