

**Pewsey Vale School**



**Headteacher:** Carol Grant

**Charging and Remissions Policy (Statutory) P30**

**Responsibility:** Deborah Clarke - Bursar

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| • Reviewed by Deborah Clarke                     | October 2016    |
| • Adopted and re-implemented by FinFac Committee | 6 October 2016  |
| • Verified by FGB                                | 8 December 2016 |

Approval Signatories:

FinFac Committee signature: \_\_\_\_\_ Date: \_\_\_\_\_

Head Teacher signature \_\_\_\_\_ Date: \_\_\_\_\_

Chair of Governors signature \_\_\_\_\_ Date: \_\_\_\_\_

Historical Reviews/Update:

- Last reviewed September 2015

**Rationale:**

Pewsey Vale School is committed to every individual achieving personal excellence through a range of opportunities to develop the whole person. All members of the School are of equal value and must have an equal opportunity to succeed and each has a valuable and worthwhile contribution to make to the life of the School. The Charging Policy supports this commitment.

**Objectives**

- a. The School will aim to provide as wide a range of educational activities and experiences as possible.
- b. To further this aim, the School will seek voluntary contributions to the Pewsey Vale School Fund (see separate policy) and for educational activities, both off-site and on-site: eg field trips, museum and theatre visits and touring theatres. Such activities are predominantly during the school day and/or are a significant part of their studies.
- c. While it is hoped that everyone will make these voluntary contributions, the school will ensure that those entitled to the Pupil Premium are not prohibited from participating because they cannot afford the recommended contribution.
- d. When trips do not fall within "b" above, the requirement to charge (and the cost) will be at the discretion of the Headteacher.

**Policy in Practice****School Trips and Journeys**

Parents/guardians may be asked to make voluntary contributions for any approved visit or journey organised by the School. Although the matter of a voluntary contribution will not be a factor in deciding whether a pupil is allowed to participate in an activity to be financed by voluntary contributions, the School reserves the right to determine whether the level of voluntary contributions is sufficient to enable the activity to take place.

When charges are permitted, a charge to cover the full cost will in general be levied. When a charge is levied, the School will:-

Make clear the statutory entitlement

Seek means to offer assistance in cases of genuine hardship, where appropriate utilising public (Pupil Premium) and private (the Doreen King Foundation and Governors Fund) sources of funding.

**Technology, Arts, Media Studies and other Practical Subjects**

When pupils indicate that they wish to keep the finished product of a practical activity, they may be asked to pay for or provide the ingredients, materials or equipment needed. No child will be at a disadvantage because of a parent's or guardian's unwillingness or inability to contribute in this way.

**Replacement due to Loss or Damage**

The Governors reserve the right to ask parents or guardians to contribute to the cost of replacement of items incurred as a result of breakage, loss or damage (other than through normal wear), including books, equipment, windows or other material.

**Management of Policy**

This policy is to be managed by the Headteacher, in consultation with the Deputy Headteacher and Bursar.

All staff are involved, particularly those organising trips and activities, and teachers and support staff associated with the practical subjects.