

## Potters Gate CE Primary School and St. Andrew's Infant School

Review Period:	Annual
Next Review Due:	March 2022
Governor Lead	Chair
Staff Lead	Head Teacher

### Rationale

The Education Reform Act (1988) establishes the basic principal that the education provided by any maintained school for its registered pupils should be free of charge. This basic underlying principal requires that there should be no school admissions charge and no charge for any related activity which takes place during school time.

### Aims

To ensure that pupils benefit from a wider range of educational activities than can automatically be afforded from the school's EFA funding, the school maintains the right to invite voluntary contributions for any of the school's occasional activities which are listed below. Such activities offered wholly or mainly during normal teaching time should be available to all pupils regardless of their parents' ability or willingness to meet the costs.

### Charging and Remission

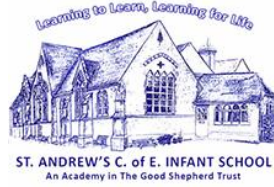
We invite such contributions to meet the cost of activities of educational value, which could not be organised otherwise. It is necessary to raise voluntary contributions to cover the cost of the visit. There is no obligation to make a voluntary contribution and no pupil will be omitted from the activity because of a parent's unwillingness or inability to contribute. Nevertheless it must be emphasised that without substantial voluntary contributions the visit/activity may have to be cancelled. Each activity is selected thoughtfully and, in our opinion, all contribute significantly to the children's education. We always keep costs to the very minimum.

Visits and activities where a request for a voluntary contribution is made include:

- Visits to places of interest, museums and exhibitions
- Outdoor activities, such as visits to the seaside or residential trips
- Puppet shows, theatre groups and musicians visiting the school

All voluntary contributions will be paid into the School Fund.

If inadequate funds are donated towards the activity, then the school reserves the right to cancel the activity and return monies received.



The school will not charge parents over the actual cost of the visit to subsidise places for those unable to pay.

Children will not be treated differently according to whether their parents have made a voluntary contribution.

The School will offer a staggered payment system to enable parents to contribute towards the cost of the Educational visit.

School will support parents making an application to Educational Charities for funds towards a trip.

Deprivation funding is used to provide payment for those on low income.

In the event of a child being absent on the visit day if the school has not been charged for the pupil then the amount will be refunded.

#### Clubs

We do not charge for clubs run by members of the school staff. The school reserves the right to charge for clubs offered by the school where a contract exists between the school and a third party.

A small donation for materials or props may be requested.

For attendance at a clubs run by an outside providers, parents agree to their terms, conditions and any charges by signing the provider's permission slips.

#### Breakages and Fines

At the Schools discretion parents will be asked to pay for breakages, defaced, damaged or lost curriculum items and school property including sports kit (for example, if the loss or damage is the result of a pupils behaviour. The school will also seek to recover bank charges for stopped or bounced cheques.

Signed ..... Date: .....