



Ellenbrook Community Primary School Charging and Remissions Policy

This charging policy has been compiled in line with DFE requirements and in accordance with s457 of the Education Act, 1996. It is the policy of our Governing Body to encourage the participation by all pupils of the excellent opportunities presented by the school through a wide range of school activities. The law states that education during normal school hours should be free of any compulsory charge to parents and Ellenbrook Community Primary School wholly endorses that principle and is committed to uphold the legal requirements.

- **Day Trips** – No Charge will be levied in respect of day trips that take place during school hours or are part of the curriculum.
- **Residential Trips** – a charge will be made for all board and lodging costs, except where pupils are entitled to remission.
- **Voluntary Contributions** – Where the school cannot levy charges, and it is not possible to make these additional activities within the resources ordinarily available to school, the school may request or invite parents to make a contribution towards the cost of the trip. Pupils will not be treated differently according to whether or not their parents have made any contribution in response to the request or invitation. However, where there are not enough voluntary contributions to make the activity possible, then it will be cancelled.
- **Materials & Text Books** – No charge will be made for books, materials, equipment, instruments or incidental transport provided in connection with the National Curriculum, statutory Religious Education or in preparation for prescribed Public Examinations or Courses taught at the school, except where parents have indicated in advance their wish to purchase any product.
- **Activities Outside School Hours** – Charges will be made for activities that take part wholly or mainly outside school hours which are not part of the National Curriculum, statutory Religious Education or in preparation for prescribed Public Examinations.
- **Music Tuition** – Ellenbrook Community Primary School offers a range of Instrumental Tuition to pupils, where prior agreement has been made with their parent's. The school will charge for the cost of the tuition on an annual basis, where the tuition is not provided as part of the National Curriculum.
- **Damage/Loss to Property** – A charge will be levied in respect of wilful damage, neglect or loss of school property or that belonging to a third party (including premises, furniture, equipment, books or materials), the charge will be the cost of replacement or repair, or such lower cost as the Head Teacher may decide.

In the case of any matter or dispute arising from this policy the delegation will pass to Ellenbrook Community Primary School's Chair of Governors, who in consultation with the Head Teacher will determine the outcome.

Reviewed by the Head Teacher and Chair of Governors in January 2017

To be reviewed in 2019