



# Lister Infant School

## Charging and Remissions Policy

September 2016

**Lister Infant & Nursery School**  
**Charging and Remissions Policy**



**Introduction**

The purpose of the policy is to ensure that, during the school day all children have access to a broad and balanced curriculum. The Governing Body recognises and supports the valuable contribution that a wide range of educational activities can make towards pupils' personal and social development. Examples of these activities include educational visits, visits to the school by theatre groups, writers, story-tellers and artists in residence, and extra-curricular clubs.

The Governing Body aims to promote and provide for such activities both as part of a broad and balanced curriculum for the pupils at the school and as additional optional activities.

**Voluntary Contributions**

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others. If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. The school always pays additional costs in order to support the visit. Parents have a right to know how each trip is funded. The school provides this information on request.

**Extra Curricular Activities**

The school offers a range of out of hours clubs. Where they are run by a member of staff, there is no charge. Where the club is run by an outside person, there may be a small charge.

**Remissions**

Parents whose family circumstances make it difficult for their children to take part in particular activities for which a charge is made are invited to apply in confidence for the remission of such charges, either in part or in full. The Headteacher, in consultation with the Chair of Governors will make authorisation of remission.

**Best Value**

The principles of best value will be applied when planning activities that incur costs to the school and /or charges to parents.

**Breakages**

The governors reserve the right to ask parents to contribute to the cost of replacement items incurred as a result of breakage, lost or damaged books, equipment and material, other than the normal fair wear and tear.