



Sherwood Park School

CHARGING & REMISSIONS POLICY

Reviewed Date:

Sept 2020

Review Date:

Autumn Term 2023

Sherwood Park School Charging & Remissions Policy

This policy has been written with reference to 'Charging for school activities: Departmental advice for governing bodies, school leaders, school staff and local authorities' (DfE, 2018).

At Sherwood Park School we are committed to a free education for all.

We aim to ensure:

- Education provided during school hours will be free of charge. 'School hours' are defined as those during which the school is in session, but excluding the midday break.
- Activities offered wholly or mainly during normal school teaching time should be available to all pupils regardless of their parents'/carers' ability or willingness to help meet the cost. However in the event of insufficient voluntary contribution it may be necessary to cancel the activity/ies.
- We request voluntary contributions from parents towards activities organised for after school hours such as after-school club or sports / leisure holiday activities provided wholly or mainly during the extended day.
- That the school has the right to invite voluntary contributions for the benefit of the school or in support of activities organised by the school, whether during or outside of school hours.
- Subsidies/remission may be available.
- Parents/carers whose children will experience School Journey/Duke of Edinburgh expedition will be given the opportunity to pay by weekly, monthly or occasional instalments. The charge should not subsidise any other student participating. Any remission of charges for individual students should be met from the School Budget (official funds) or School Fund* (unofficial funds). If insufficient funds are received to cover the cost of the activity, it may be cancelled.
- Contributions for horse-riding, food technology sessions and drinks/snacks will be requested from parents/carers.
- Charges are made for school meals (unless a student is entitled to free school meals in which case it is the policy of the school to ensure that parents/carers are given advice on how to apply for free meals). Children in Reception, Year 1 and Year 2 currently also receive a free lunch funded by the Universal Infant Free School Meal programme.

Voluntary contributions to the School Fund*

Parents/carers may be invited to make a financial contribution to the school fund, subject to approval by the Governing Body.

The School Fund will be used to acquire educational resources and fixed assets or provide services which would otherwise be unaffordable from the school's mainstream budget, and may be used to support a student participating in an activity outside school hours where that student's parent/carer is not in a position to make the requested contribution.

It will be made clear in all correspondence to parents/carers inviting contributions to the school fund that such contributions are wholly voluntary

Any charge may be remitted in whole or in part in the case of family hardship and parents/carers are encouraged to come into school to meet the Headteacher and inform him of the situation (in confidence).

Simon Vines
Headteacher
September 2020