Park Hill Primary School
Charging and Remissions Policy Statement

RATIONALE
The Governing Body of Park Hill Primary recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education.

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

CONTEXT
The law states that education provided during school hours must be free. This definition includes materials, equipment and transport provided in school hours by the Local Authority or the School. No pupil may be left out of an activity because their parents cannot or will not make a contribution of any kind.

AIMS
- To make school activities accessible to pupils regardless of family income.
- To provide a process which allows activities to take place at a minimum cost to parents, pupils and the school and;
- Which acknowledges the cost of such activities to the school's budget.

CHARGES
The governing body reserves the right to make a charge in the following circumstances for activities organised by the school

Residential Activities Taking Place Largely During School Hours
The full cost to each pupil of board and lodging.

Activities outside School Hours
The full cost to each pupil of all approved activities deemed to be optional extras that are not a necessary part of the national curriculum.

Individual Instrumental Tuition
The full cost to the pupil for providing any instrumental tuition if the cost is not an essential part of the national curriculum or examination syllabus.

REMISSIONS
There will be no obligation for any parent to make a voluntary contribution towards the cost of school activities. Pupils will not be treated differently whether or not their parents have made a contribution.

The Governing Body may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents will be invited in confidence for the remission of charges in full or in part. The Headteacher in consultation with the Chair of Governors will make authorisation for such remission.

VOLUNTARY CONTRIBUTIONS
Voluntary contributions may be requested from parents to cover the cost of the following activities: cost of materials, bus, train or coach fares, entrance fees, school visitors.

GENERAL
The Governing Body may from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of additional activities, which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions.

***Date agreed by the Governing Body: 14th* October 2026 *Review date:* October 2027**

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