
North Walsham Junior, Infant School and Nursery Federation

Charging and Remission Policy

The Governing Body recognises the valuable contribution that the wide range of additional activities, including trips, clubs and visitors to school, 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.

CHARGES

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

- **School Visits in School Hours**

The board and lodging element of approved residential activities deemed to take place in school hours.

- **Activities outside School Hours**

The full cost to each pupil of all approved activities deemed to be optional extras taking place outside school hours.

- **Individual Instrumental Tuition**

The cost to the pupil for providing any instrumental tuition that is optional

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 curriculum enhancement 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 failing to make voluntary contributions.**

REMISSIONS

Where the parents of a pupil are in receipt of income support or benefits, the school will always support parents in seeking a charitable grant or payment from a local charitable trust, where appropriate and possible. Information is distributed to parents when a residential visit is planned.

A full remission of any charge or voluntary contribution will be paid to parents, whose child is subsequently unable to participate in an activity because of sickness. Requests for refunds by parents must be received within two weeks of the visit date.

Equality Impact Statement

We have considered the positive or negative impact this policy may have and its potential to cause unlawful direct or indirect discrimination, or whether any opportunities to promote equality have been missed. During the consultations for this policy we have considered the duty to promote equality of opportunity and good relations.

September 2017

This policy will be reviewed every two years