



Charging and Remissions Policy

Introduction

This document sets out the Charging Policy of Greenside School and provides information to parents on the circumstances where the school would charge for activities, whether these are within school hours or out of school hours. It also provides information on activities where no charge is made.

Educational Visits and Extra-curricular activities

At Greenside School we offer a range of activities both on and off site. Many activities involve additional costs that must be met, consequently we invite a half termly voluntary contribution to the school fund account and charges are made for some particular activities outside the school. However all educational activities are made available to all pupils regardless of the willingness or ability of parents/carers to contribute towards the cost. Parents/carers are welcome to request a copy of the schools policy on charging.

The Governors will support off-site activities which the Headteacher considers to be of good educational value and complementary to the curriculum.

Where costs are involved, parents will be asked to contribute so that each activity is self-funding. Greenside school staff and transport costs will be met by school. If funds received are insufficient, the visit may be underwritten by the School, or cancelled, at the discretion of the Headteacher.

Voluntary Contributions for Non Curriculum Activities

When organising school activities that are not part of the curriculum but enrich the educational experience of the children, the school will invite parents to contribute to the cost of the activity. These contributions are necessary to fund the activity but are voluntary as the school cannot make contributions mandatory. The level of contribution is decided by the Head Teacher and is designed to cover the cost of the activity without affecting the schools budget allocation. Staff costs will always be met by school as will vehicle costs.

There are circumstances where the school will contribute towards an activity, but if the school does not receive sufficient voluntary contributions, the school may decide to cancel the activity. If the activity goes ahead, it will include children whose parents have not paid any contribution. In these circumstances the school would not treat these children differently from any others.

Parents have a right to know how each trip is funded and the school will provide this information on request.

Residential Visits for Curriculum Activities

If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the Curriculum, no charge is made for the education element. A charge will, however, be made to cover the costs of board and lodging. Activities which take place out of normal school hours, costs of hiring trained staff for specialist activities will be charged in addition to board and lodgings. Greenside staff costs and vehicle costs will be met by school.

Swimming

The school organises swimming lessons for all children. These take place in school time and, and although they exceed the National Curriculum requirement, the school does not levy a charge to parents.

Horse Riding

The school organises horse riding sessions provided by RDA. These take place in school time , the school will ask to a voluntary contribution to the cost of this activity.

After School Activities

The school offers additional after school activities. Some of these activities request a voluntary contribution charge i.e. sports, music and cookery club where parents are expected to pay the charges made. Staff and vehicle costs will be met by Greenside.

Damages or Breakages

The school will meet the cost of breakages caused by a pupil and will seek to work in partnership with parents and carers to support emotional and sensory issues which may have contributed to such behaviour.

Uniform

Greenside does not enforce a uniform policy. However, in order to support parents and pupils the school sells blue: sweatshirts, polo shirts, tee shirts, summer dresses, fleeces and book bags, each with the school logo.

Review

This policy will be reviewed bi-annually

Date of next review 2018