



Charging and Remissions Policy

This policy is written in line with the Cumbria Local Authority Charging and Remissions Guidance Policy document. In general, no charge can be made for admitting pupils to Cumbria Local Authority maintained schools. Where education is provided wholly or mainly during school hours, it should be free. It is therefore not possible to levy a compulsory charge for resources, teaching or coaching, transport or admission costs for visits to museums etc. during school hours.

Voluntary Contributions

Parents and carers of pupils at Old Hutton CE School may be asked for a **voluntary contribution** towards the cost of:

- any activity which takes place during school hours
- school equipment
- school funds generally.

The contribution must be genuinely voluntary, though, and the pupils of parents who are unable or unwilling to contribute will not be discriminated against. Where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then the activity will be cancelled. Parents will be clearly informed of the reasons for any such requests for voluntary contributions.

Out of school hours activities

Parents and carers of pupils at our school may be **charged for any activity which takes place out of normal school hours** (before 8.50am and after 3.20pm, and during lunchtimes) e.g. breakfast and after school club.

Residential Trips

Parents and carers of pupils at our school may be **charged for the cost of board and lodging for residential trips**, except for parents who receive:

- Free School Meals (Pupil Premium)
- Income Support
- Income-based Jobseeker's Allowance
- Working Families' Tax Credit
- Disabled Person's Tax Credit

Milk

A daily drink of milk for all pupils is available to order via the 'Cool Milk' scheme. Parents and carers **will be charged for this**. Those who are entitled to receive the above benefits will not be charged.

Instrumental Music Lessons

Parents and carers will be **charged for instrumental music tuition** unless the tuition is part of the National Curriculum. Private music tutors will handle charging for peripatetic music lessons held in school.

Damage to school property

The Governors reserve the right to **request payment for damages** to any school property made by pupils due to inappropriate behaviour.

Use of the School Building, Grounds and Resources

A **voluntary donation to school funds** will be requested from individuals or groups who wish to make use of our school building/premises/facilities/resources for activities out of normal school use. If these individuals/groups damage our premises or school resources, they will be charged accordingly for any items which need to be replaced.

Use of School Tents and Trangia Stoves

The *Governors* have agreed to **charge a nominal fee of £10 per tent and £5 per stove for any other school/organisation wishing to borrow our school collection of tents and Trangia stoves** for any amount of time (so a £150 hire fee for the full set of 10 tents and stoves). This is to contribute towards the increased possible cost of replacement/repair through their increased use. If any of the tents or stoves are damaged or lost by the hirers, this must be reported to us and they will be charged accordingly for any items which need to be replaced.

Policy revised AMW & adopted by *Governors*, June 2015

Policy to be reviewed 2017 (or before if required)