

PARKINSON LANE COMMUNITY PRIMARY SCHOOL

Staffing & Finance Policies

Policy on Charging and Remission of Charges

Rationale

1. Parkinson Lane School has a strong commitment to giving its children access to a wide range of direct learning experiences. It serves a community that includes many low-income families. This policy sets out the school's commitment both to meeting its legal obligation on charging and remission of charges and to ensuring that **every** child is given full access to a wide range of direct learning experiences. This policy should be read in conjunction with those on inclusion, on financial procedures and on trips and visits.

Purposes

- 2.1 To ensure that all children on roll have full and **free** access to a broad and balanced curriculum and a wider range of confidence-building and health-enhancing activities and not just during the timetabled hours of the term-time school day.
- 2.2 To ensure that the way trips and visits are funded is equitable, clear, consistent and in accordance with the law.

Guidelines

3. It is the policy of Parkinson Lane School to fund curricular trips/visits from curriculum budgets and to fund extra-curricular trips/visits from grants and donations made to the School Fund. Parents will **not** be charged for activities organised by the school.
4. Every trip/visit will have a coordinator who will be accountable to the Senior Management Team for ensuring that costs are realistically budgeted for and approved in advance of children being involved in planning and for correctly accounting for all spending in accordance with office procedures afterwards.
5. Parents may be asked for voluntary contributions. Discussed at S & F meeting on 1/10/2013.

Conclusion

6. Parkinson Lane CP School will not levy charges for activities but will meet the costs of trips and visits outside school hours in ways that do not compromise our commitment to equal access by all children to appropriate activities regardless of household income.

Staff Consultation	Other Consultation	Governor approval 16/05/2016	Planned review:
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