

Harden Primary School

Governors' Charges  
and Remission Policy  
for School Activities

January 2016

## **Introduction**

The Governing Body of Harden Primary School recognises the valuable contribution that a wide range of additional activities, including extra-curricula activities, educational visits and residential experiences, visits from theatre groups, musicians, etc can make towards pupils' physical, social, moral, spiritual and cultural development.

## **Aim**

The Governing Body aims to promote and provide such activities as part of the school's broad and balanced curricular and extra curricular offer. Many of these activities can only take place at Harden Primary School if funded by voluntary contributions.

## **CHARGING IN KIND**

Charges will be made for the following:

1. Activities which involve additional materials, eg craftwork and baking
2. Visits to school by experts or performers
3. Extra-curricula activities and clubs

In order to raise funds to provide these visits and performances the school raises money through various events and activities. These funds are also used to pay for insurance for children and members of staff whilst engaged in school activities (on school premises and elsewhere), but may not be used to supplement the cost of school visits.

In the case of school-run extra-curricula activities such as art club, football club, and ICT club, a charge is made in order to cover the costs of materials, equipment and transport.

## **EDUCATIONAL VISITS**

The school arranges a wide range of educational visits. The funding for each visit will be raised separately by voluntary contributions from parents. In the case of residential visits, the full cost of accommodation will be charged for each child whilst a voluntary contribution will be asked for to cover travel expenses, entry fees, etc. Please see the school's educational visits policy for full details of funding arrangements for educational visits

The Governors agree that staff accompanying and caring for children on a 24-hour basis on a residential visit should not be asked to pay for any element of that visit. Any costs necessary for staff will be spread over the voluntary contribution.

The school owns a minibus in order to facilitate educational visits, sporting events and other opportunities beyond the school grounds. The costs associated with running the minibus are met through:

- a proportion of the voluntary contributions raised on visits in which the minibus is used.
- a contribution made from the money raised in the provision of out-of – school activities that involve the use of the minibus, eg football team subs

### **LOSSES AND BREAKAGE**

A charge will be made for losses and breakage where they are a consequence of irresponsible behaviour. Genuine accidental damage will not be charged. When a reading/library book is lost or damaged the replacement value of the individual book will be charged. Other loss or damage will be charged for at a suitable level depending upon the incident.

### **REMISSIONS**

Where the parents of a pupil are experiencing genuine financial difficulty, the Governing Body will remit the cost of accommodation for any residential activity that is organised for the pupil if the activity is deemed to take place within school hours or where it forms part of the curriculum.

For other activities where the cost is prohibitive for such parents, each case will be assessed individually.

In such instances money will come from the School Fund which will be raised by fund-raising or from donations.

### **AFTER SCHOOL ACTIVITY CLUBS**

The school organises a variety of after school activity clubs run by both members of staff, volunteers and outside organisations. These clubs are optional and if parents would like their child to attend, they are required to pay for these clubs half termly. Charges for clubs cover the cost of the provider, transport costs and additional staffing where required.

### **MILK**

Under the government scheme, milk is provided free of charge to children under 5 years old. 5 years and upwards milk is available at a subsidised rate, payable by parents. The school provides milk under the 'Cool Milk' scheme. Children eligible to the Free School Meal benefit, are entitled to receive milk free of charge.