



## **Charging and Remissions Policy**

The Governing Body of Southlands School is committed to the general principle of free school education. It recognises the valuable contribution that a wide range of activities, including school visits, residential experiences and clubs, can make towards all aspects of a student's education.

The Governing Body reserves the right to make a charge for the following activities which may from time to time be organised by the school.

### **Residential Activities**

Charges may be made for the cost of board and lodging and travel of residential activities.

The cost of residential visits will be worked out on the actual costs incurred per child, and parents will be asked to make a donation for that amount. Parents will be notified at the outset of any pocket money which may be required for the visit.

There will be no levy on those who can pay to support those who can't, if this occurs the school fund or alternative funds will cover the costs.

If any parent has concerns about their individual circumstances it will be possible to discuss these confidentially with a member of the senior leadership team.

### **Activities Held Out of School Hours**

These will sometimes include day and residential experiences. Charges may be made for these activities except where they are provided to fulfil statutory duties relating to the National Curriculum and where parents qualify for the benefits and allowance listed above.

In the instance that parents are unable to afford to pay for their child to attend pupil premium funds may be used to allow students to access the club.

### **Practical Subjects**

A charge may be made at cost price for finished products where parents have expressed a wish in advance to have the product.

**Examination Fees**

No charge will be made for a prescribed public examination for which a student has been prepared by the school.

**Breakage and Damage to School Property**

The Governing Body reserves the right to request payment from parents where their child has caused breakage or damage to school property where this is as a result of the student's behaviour.

**Voluntary Contributions**

The Governing Body may invite parents to provide voluntary contributions in support of any school activity, whether during or outside school hours. However, no student may be excluded from the activity for not having paid the contribution.

**Policy Review**

This policy will be reviewed annually by the Governing Body Finance/Staffing Committee.