



# WELLESLEY PRIMARY SCHOOL

## Charging & Remissions Policy

Issue No: 6  
Date: September 2024

Approved by Governors: 23<sup>rd</sup> September 2024

# Charging & Remissions

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## Contents

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Change Record Sheet.....	1
Summary.....	1
Introduction .....	2
Rationale .....	2
Purpose .....	2
Broad Guidelines.....	2
Measurable Actions and Outcomes.....	2
Conclusion.....	3

## Change Record Sheet

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Issue No	Date	Summary of Change	Amended by:
3	October 2017	Policy Reviewed – no change	Heather Small
4	May 2021	Policy Reviewed – amended name of committee	Kathryn Jones
5	April 2022	Policy Reviewed – no change	Heather Small
6	September 2024	No Change	Kathryn Jones

## Summary

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This policy will be reviewed every 3 years.

Policy Written: March 2009

# Charging & Remissions

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## Introduction

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- This document is a statement of rationale, purposes and broad guidelines for charging for school activities at Wellesley Primary School
- The policy will be reviewed every four years together with other policy documents as part of the school's long term development planning.

## Rationale

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No charge can be made for admitting pupils to maintained schools; education provided during school hours must be free, with few exceptions. This policy is to clarify what activities can be charged for and when charges will be made.

## Purpose

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- To identify when charges will be made.
- To explain the position regarding voluntary contributions.

## Broad Guidelines

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- Charges will be made for teaching either an individual pupil or pupils in a group of up to 4 to play a musical instrument (unless it is part of the National Curriculum). Charges will be reviewed periodically.
- Charges may be made for activities taking place wholly or mainly outside school hours (optional extras).
- For a residential activity taking place largely during school time or essential to the education provided at the school, charges may be made for board and lodging. Parents receiving Income Support or Family Credit may be assisted.
- There will be a charge for damage, breakages or loss of school equipment – if this results from a pupil's poor behaviour.
- Parents may be invited to make voluntary contributions to make school funds go further. If there are insufficient parental contributions so that the visit is not viable, parents will be notified accordingly. No pupil whose parents do not make a contribution will be treated differently.

## Measurable Actions and Outcomes

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Success of the policy will be monitored by the Resources Committee particularly through the review of visits, collection of music income etc.

### Conclusion

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A clear charging policy will benefit the whole life of the school by enabling a broad range of activities.