

Leverton Primary School Charging and Remissions Policy

The school charges parents for the following:

ACTIVITIES IN SCHOOL HOURS

(a) Music Tuition

Where individual teaching is given, charges will be made for tuition fees and any necessary sheet/book music.

(b) Finished Products

Items produced in Design and Technology, cooking etc. will be charged for 'at cost' when parents request that the items are brought home for permanent 'ownership'. No charge will be made for items that remain in school.

(c) Trips out of school (e.g. day visits etc.) and workshops in school

No charge can be levied. However, Leverton Primary School minimises the cost of the trip by working out the minimum cost per child in order to cover the cost of the trip. Voluntary contributions will be requested. However, if the school does not cover the cost, we reserve the right to cancel the event(s).

(d) Reprographic costs

Requests for photocopying will incur pro rata administration costs.

(e) Lost or Damaged Equipment

A charge may be levied if a child loses or damages school provided equipment. This will be at cost to purchase a replacement eg lost library book.

ACTIVITIES OUTSIDE SCHOOL HOURS

(a) Activities run by a member of staff

A charge will be levied to cover the cost of equipment, materials and/or the cost of non-teaching member of staff only.

(a) Activities run by an outside agency

Charges may be levied.

Remissions

The school will continue to offer support to those families who through personal financial constraints cannot fund or fully fund events either through voluntary contributions or compulsory payments (for out of school activities).

Parents are asked to contact the school office if they have difficulties in meeting any of the costs detailed in this policy.

This procedure will be kept as private as possible.