



St Alban's Primary School

Charging and Remissions Policy

Date	Review Date	School Lead	Nominated Governor
November 2019	November 2021	Martin Smith	Julie Bell

St. Alban's School policy conforms with that of the L.A. and fulfils the requirements of the "Education Reform Act" 1st April 1989.

No charges are to be made for books, materials, equipment, tuition or any other associated costs for education provided as part of the national curriculum.

1) Voluntary Contributions

Parents may be invited to make voluntary contributions for any activities taking place either inside or outside school hours. Providing it is made clear that failure to contribute will not affect the pupil's right to take part in any activity.

2) Charges

The school, through the Headteacher, may charge for the following activities:

- * Optional Extras – deemed to be activities which take place outside school hours and not related in whole or part of National Curriculum.
- * Board and lodging on residential trips during school hours.
- * Full or partial costs on residential trips outside school hours.

3) Breakages & Fines

Parents may be asked to pay for the cost of replacement or repair where damage is deemed to be by a pupil's deliberate intention to cause damage.

4) Remissions

a) Charges levied may be remitted, in whole or in part, if the Headteacher believes that charging may cause an undue financial burden on any given family.

b) School will actively support families in receipt of income support, or family credit in terms of residential trips where the school is the active agent in charging parents.
The condition (b) may not apply if any other organisation acts as the booking/charging agent.

Headteacher:		Date:
Chair of Governing Body		Date:

