

## **DRAYCOTT COMMUNITY PRIMARY SCHOOL CHARGES AND REMISSIONS POLICY**

The Governing Body reserves the right to apply a charge for the following activities.

### **Residential Activities**

Parents are normally expected to meet the full charge. The school will consider, where appropriate, making payment in full or part for children from families where genuine hardship can be proven. For children who are in receipt of free school meals, financial support may be offered through the use of Pupil Premium.

### **Lost Equipment / Books etc.**

Parents are expected to replace, or meet the cost of replacing, lost items of school property.

### **Damage / Breakages**

Wilful or malicious damage to school buildings or property will be charged to parents.

### **Telephone Calls**

A charge for the use of school telephones for private calls will be made to all users:

- 10p for local calls
- 20p for national calls
- 40p for mobiles
- Overseas calls – approval to be sought from the Headteacher and an appropriate charge to be made

### **Photocopying**

A charge will be made for all private photocopying:

- A4 black and white – 10p per side 15p double sided
- A3 black and white – 15p per side

Other consumables to be charged at the appropriate rate (these charges may fluctuate slightly to take into account price increases)

- Laminating – A4 –10p each
- Laminating – A3 – 20p each

## **Voluntary Contributions**

Voluntary contributions may be invited for any of the school's activities and visits. The school wishes to make it clear that:

1. There is no obligation to make a contribution
2. A pupil whose parents do not make a contribution will not be treated differently
3. An activity may be cancelled if insufficient funding is generated from voluntary contributions

## **Extra Curriculum Clubs**

The school offers additional extra curriculum clubs, these may be subject to a small charge to cover costs.

## **Football**

The school offers additional football coaching during and after school. A qualified coach, who is not a member of the school staff, runs and organises these sessions. A charge is made by the company.

## **Lettings**

The Governing Body will follow directions from the LA regarding the use of school premises. Charges and arrangements are agreed by the Governing Body.

After school activities will be free of charge.

Other lettings will be charged at £10 per hour.

Play Schemes will be charged £35 per day.

## **Payment by cheque**

The school has experienced some problems with cheques bouncing and the new policy of receiving cheques was established. Payments made within two week of a school trip must be cash and a level of debt for dinner money of £10.00 per child was agreed after which payments must be made in cash, or sandwiches must be provided until the debt is cleared.

**This policy will be reviewed annually.**