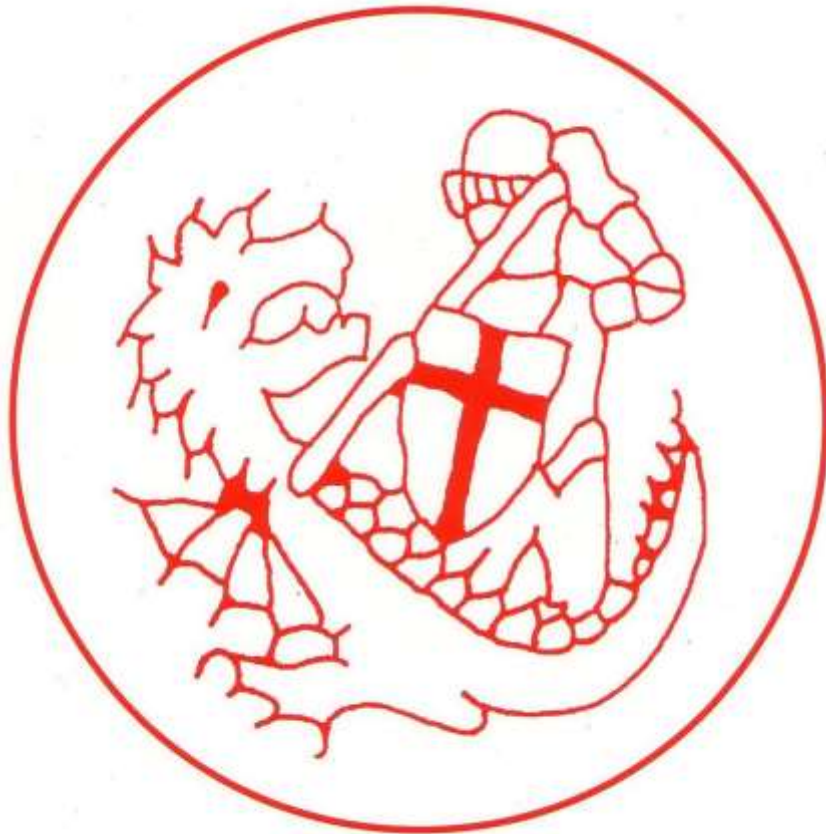


Rumboldswyke
Church of England Infants' School



Charging & Remission's Policy
November 2018

Review Date: Autumn 2021

Introduction

- Rumboldswyke Church of England Infants' school provides many opportunities for its children to enrich and enhance their experience through Learning Outside the Classroom (LOtC). This encompasses both on-site and off-site learning and environmental studies.
- The value of LOtC is well recognised by the Governing Body and fully supported throughout the school.
- The purpose of this policy is to provide clear information about charging and voluntary contributions for Rumboldswyke's school activities.

Voluntary Contributions

- In general no charge can be made for admitting pupils to maintained schools. Where education is provided wholly or mainly during school hours, it should be free.
- It is therefore not possible to levy a compulsory charge for transport or admission costs for visits to museums, etc. during school hours.
- Rumboldswyke School follows the *West Sussex Policy for Charging for School Activities* that mirrors the information given in the Department for Education's advice document published in May 2018 (<https://www.gov.uk/government/publications/charging-for-school-activities>) and should be read in conjunction with the information provided in the National Guidance www.oeapng.info.
- No compulsory charge will be made for any activity which takes place during school hours.
- Any contribution is entirely voluntary, and the pupils of parents/carers who are unable or unwilling to contribute must not be discriminated against. However, where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then the activity may be cancelled.
- **Arrangements**
To ensure good practice and compliance with the necessary regulations it is expected that:
 - All letters regarding contributions for school activities will make it clear that these are voluntary and that children of parents/carers who do not contribute will not be treated differently.
 - If any parents/carers have any financial difficulty (no pupil will be prevented from taking part) they will be invited to talk to the Headteacher who will come to an agreed arrangement.
- **Monitoring and Review of Policy**
 - The Governing Body will review this policy every 3 years, and as necessary due to any changes in legislation.

Approved by the Governing Body at their meeting on 15th November 2018