

## **Charging and Remissions Policy**

### **Charging for Activities Connected with Schools**

The Governing Body is committed to providing a free and comprehensive education which ensures equality of access and opportunity to all pupils.

No charge will be made in respect of admission to Montgomery Infant School and Nursery.

In general, no charge can be made where education is provided wholly or mainly during school hours that are part of the national curriculum. It is therefore not possible to levy a compulsory charge for transport, admission costs for visits during school hours.

#### **Voluntary contributions**

Head teachers or governing bodies may ask parents for a voluntary contribution towards the cost of:

- Any activity which takes during and after school hours
- School equipment
- School funds generally

All requests to parents for voluntary contributions must make it clear that the contributions are voluntary. The contributions must be genuinely voluntary and the pupils of the parents who are unable or unwilling to contribute may not be discriminated against.

Where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then it must be cancelled. This should be made clear to the parents at the planning stage.

Schools can make a charge to cover the costs of materials/ingredients for subjects such as art and design and food technology where parents wish for their child to bring home a finished product.

Parents can be asked to provide a PE kit as clothing is excluded from the charging and remissions policy.

Parents are informed about voluntary contributions on entry to school, a consent form is signed.

If a charge is made for each pupil it should not exceed the actual cost. Further funds required, for example to help in hardship cases, should be raised by voluntary contributions or general fundraising.