

# Pottery Primary School

## Charging 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 where the majority of the time on the residential would be outside of normal school hours 8.45 – 3.30 on week days. The school will consider, where appropriate, making payment in full or part for children from families where genuine hardship can be proven for the year 6 residential visit.

### **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.

### **Photocopying**

A charge will be made for all private photocopying:

- A4 black and white – 2p per copy
- A4 colour - 5p per copy
- A3 black and white – 4p per copy
- A3 colour - 7p per copy

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

- Laminating – A4 – 20p each
- Laminating – A3 – 50p each

### **Voluntary Contributions**

Voluntary contributions may be invited for any of the school's activities. 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.

These charges apply from 1 April 2019 to 31 March 2020.

**Approved by Board of Governors: Date: 18/03/19 Minute no: Mar 19/12**