

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 2018 to 31 March 2019.

Approved by Board of Governors: Date: 20/03/18 Minute no: Mar 18/10