



Westbourne Primary School Charging and Remissions Policy

Aspect/Activity	Policy
Educational visits:	<p>These are subsidised through the learning resources budget by agreement with the Governing Body. Parents are asked to make a voluntary contribution to cover the rest of the cost of the visit. In cases of hardship, or where a pupil is eligible for Pupil Premium, a reduced charge may be agreed by prior arrangement with the Head Teacher. All such applications should be made via the Pastoral Team.</p> <p>If the income for an activity does not meet the overall cost, the activity may have to be cancelled.</p>
Residential visits:	As for educational visits (above).
Clubs, holiday and weekend activities:	These are supported through the Pupil Premium. Families are asked to pay a reduced fee to help cover the cost of out-of-hours activities. In some cases a returnable deposit may be required to secure a place for an out-of-hours activity.
Instrumental music tuition:	This is funded through the learning resources budget. However, in the case of recorder lessons, families are asked to purchase a recorder for their child.
Ingredients/materials for practical subjects:	These will generally be funded by the school. There may be certain exceptions, such as ingredients for cookery club, where families will be asked for a contribution. No child will be denied access to activities because of a reluctance or inability to pay for resources or materials.
Lost school equipment:	Parents may be requested to replace school equipment such as home-learning logs or library books that have been lost by their child.
Breakages and damages to school buildings, furniture or property:	Wilful damage to school buildings or property by a pupil may be charged to parents by the school.

Signed by Chair of Finance and General Purposes Committee:

Date: