



All Saints Carshalton, Church of England Primary School

Policy for Charging and Remissions

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Agreed by staff - Autumn 2014

Agreed by Governors - Autumn 2014, Autumn 2016

Reviewed - Autumn 2018

1. Purpose

We would like all our pupils to have an equal opportunity to benefit from school activities and visits, both on and off site, within and outside the curriculum, regardless of their family's financial means. This policy sets out our approach to charging and remissions. The intention is to ensure transparency in setting charges and ensure that all children are able to access all the opportunities offered.

This policy does not apply to charges made and determined by other organisations offering activities and services on the school premises.

2. The school does not charge for School Activities

No charges are made for any school activities. However, Governors have agreed that Voluntary Contributions can be requested for:

- Cooking activities
- Educational visits
- Residential visits
- Governors fund contributions

In any case where an activity cannot be afforded without Voluntary Contributions, this will be made clear to the parents by the school. If the activity is cancelled all monies paid will be returned to parents.

There is no obligation for a parent or carer to make any contribution and the school will in no way pressure parents to make a contribution.

3. The school does charge for:

- **School Lunches:** We will charge all pupils not entitled to free school meals a set amount determined by the governing body of the school.
- **Cycle Training**
- **Damage to property and breakages:** Parents are asked to pay for lost/damaged school materials. For books the charge will be made for the second and subsequent books.
- **Attestation of documents:** The head teacher may request a contribution to school fund for signing documents such as a passport application
- **Photocopying:** A charge will be requested for the photocopying of additional copies of documents such the annual report.
- **Sale of Goods:** The following items are sold by the school:
- School uniform
- Book bags
- Swimming hats

ANNEX A

Table of Current Charges		
Section	Item	Charge
3.1	School Lunches	£2.20
3.2	Cycle Training	£5.00 (Y6) £3.00 (Y5)
3.3	Damage/ Loss eg Home/School Diary	Replacement cost (+ 5% admin)
3.4	Attestation eg Passport signing	£5.00
3.5	Photocopying	£0.05 per sheet