

# Fairview Primary School



## Charging and Remissions Policy

**Date Ratified: September 2019**  
**Last Review Date: August 2025**  
**To Be Reviewed: August 2028**

## **CHARGING AND REMISSIONS POLICY**

The Board of Governors and the teaching staff of Fairview Primary School believe that pupils attending the school should be offered the widest possible education. They recognise that a wide range of additional activities including after school activities, educational visits and other experiences can make a valuable contribution to the pupil's development.

- (a) A charge will be made for visits inside and outside school hours which are not essential but relevant to the school curriculum. The charge to each child will not be greater than the cost incurred for that child, including a minimal cost to school for online payment facility.
- (b) A charge will be made to cover the full cost of providing residential trips, including additional staffing costs, transport, activities, board and lodging. This charge will not be greater than the actual cost.
- (c) The Order states that a charge may be made for individual instrumental tuition. Fairview Board of Governors will charge an annual fee. Due to financial constraints, the Governors no longer subsidise lessons such as music tuition or swimming. Music Examinations will also be charged.
- (d) A charge may be made for the ingredients or materials used in practical subjects if the parents wish to own the finished products.
- (e) Parents will be asked to pay for wilful damage by their children to school books. Parents may be asked to pay for loss of school books and equipment.
- (f) In certain cases the school will allow a third party to charge parents for activities for which Governors or the Education Authority cannot charge, such as after school providers. All relevant assurances will be sought before any such arrangement is made.
- (g) The Board of Governors will consider applications for the use of the school building by the community within the current Education Authority policy. The Board of Governors will decide whether or not to agree to the request and what charge, if any, should be made to the applicant.

Depending on the circumstances the Board of Governors will not make a charge for any activity it judges to be an extension and which are in support of the work of the school. There will be no charge for:

- meetings of parents arranged by the Principal to discuss educational matters
- meetings of the Parents' Association or its committee
- any other event for which the Governors decide there should not be a charge

## **REMISSIONS POLICY**

- a) Where the parents of a pupil receive Income Support or Family Credit the Board of Governors may not charge for board and lodging on residential (overnight) trips that are mainly within school hours or that are part of Northern Ireland Curriculum activities.
- b) In cases of family hardship the Board of Governors may invite the family to apply in confidence for a remission of all or part of the charge where activities are chargeable.

## **VOLUNTARY CONTRIBUTIONS**

During the school year a number of educational visits will be planned which will make a valuable contribution to the pupils' understanding of the curriculum. Where the budget allows, these will be provided free. It may be, however, that the school will be unable to finance such an activity unless the parents are willing to make a voluntary contribution towards all or part of the cost. In a trip organised on this basis it is hoped that no child will be left behind because of his/her parents' unwillingness or inability to pay. (Refer to Remissions Policy)

From time to time the school will undertake general fund-raising activities for the benefit of the school and the education of its pupils, and on occasion to support a local charity.