

**WEST KIRBY PRIMARY SCHOOL
CHARGING & REMISSIONS POLICY 2021**

1. In accordance with the Wirral Education Authority's policy updated May 2007, the Governing Body of West Kirby Primary School endorses the principles that education provided in maintained schools should be free and that no pupil's education should be affected by a parent's unwillingness or inability to pay or to contribute towards the cost of the pupil's education.
2. Pupils are not required to pay for any materials, books, instruments or other equipment for use in connection with education provided during school hours. However, the school may charge for or require the supply of, ingredients or materials, for practical subjects when parents have said they wish to own the finished product.
3. Pupils are not charged for the costs of educational visits provided during school time, but are asked for a voluntary contribution towards the cost. This cost is halved for pupils eligible for Pupil Premium. No child will be barred from the visit if a voluntary contribution is not received. The shortfall will be made up from Pupil Premium.
4. Instrumental music tuition provided by the authority's peripatetic music service is charged for by the school on a scale agreed by the Governing Body to cover the costs of the tuition. This includes half price rates for families eligible for Pupil Premium.
5. For residential visits, a charge is made to parents by the Governing Body for the cost of board and lodging for each pupil. A voluntary contribution is asked for to cover the remaining cost e.g. instruction. Parents of pupils eligible for Pupil Premium will be asked to contribute half of each cost. School will cover the shortfall using the Pupil Premium fund.
6. In respect of activities defined as "optional extras" under the terms of the Education Act (1996), charges will be made by the governors to cover the cost of board and lodging, travel, materials, book or other equipment, entrance fees, teaching and non-teaching staff and any other cost attributable to the provision of the activity. Half price rates will be charged to parents of pupils eligible for Pupil Premium.
7. The amount of charge permitted by the Education Act (1996) and the decision whether to refund any such charge for optional extras or for board and lodging is determined by the Governing Body. Cost incurred when charges are refunded will be paid from the Pupil Premium.
8. All F1 pupils (turning 4 in the current academic year) are entitled to 15 hours of free education. Since September 2017, some F1 pupils, where parents are working and meet the eligibility criteria, may be entitled to 30 hours of free education, where the school has the capacity to offer this. In addition, parents may be offered the option of purchasing additional sessions beyond 15 hours, where school has the capacity.
9. This policy was reviewed in Spring 2021 and will be reviewed annually.