



# Charges & Remissions Policy

**REVIEW DATE – AUTUMN 2023**

The Education Reform (N.I.) Order 1989 sets out the circumstances in which charges can and cannot be levied on parents in respect of the education provided for registered pupils in Newtownards Model Primary School.

The Board of Governors supports the basic right to free education for the pupils of Newtownards Model Primary School.

The Governors recognise the valuable contribution that the wide range of additional activities, including clubs and societies, trips and residential experiences can make towards the pupils' personal and social education. They therefore aim to promote and provide such activities as part of a broad and balanced curriculum for the pupils of the school and also as optional activities.

## **CHARGES**

The governing body reserves the right to make a charge in the following circumstances for activities organised by the school.

### **Incidental Expenses.**

The Board of Governors recognises that there may be certain activities incurring minor incidental expenses. In such cases where the end product becomes the property of the child, parents will be required to meet the cost of any ingredients or materials involved.

### **Optional Extras.**

The Board of Governors will make a charge for optional extras when wholly or mainly outside school time, such as a theatre visit. The charge in this case will be sufficient to meet the full cost of transport and admission.

### **Loss, Damage and Breakages.**

Parents may be expected to make reparation for any loss of school books and equipment. Equally parents will be charged for damage to materials or the school structure caused by pupils.

### **External providers**

The Board of Governors will make a charge for services provided by external providers, such as North Down and Ards Council for the provision of swimming coaches and pool time for the P4-7 swimming programme and the associated transport costs. Another example would be costs incurred for music tuition from the Education Authority Music Service **or outside agency clubs.**

## **RESIDENTIAL VISITS**

The Board of Governors sees great value in residential educational visits and would seek to encourage these in Newtownards Model Primary School.

However, conscious that such trips should not become an undue financial burden on the overall school budget the governors will meet the full cost of the trips by:-

(a) Levying a charge for subsistence i.e. food and lodgings, the cost of transport, admission and substitute cover for staff attending.

## **THIRD PARTY CHARGES**

The Board of Governors may decide for some of its services to be provided by a third party. In such cases the third party will charge parents directly. An example of this will be where the Board of Governors utilises an educational tour operator to provide a school trip.

## **VOLUNTARY CONTRIBUTIONS**

The Board of Governors will invite voluntary contributions for the benefit of the school or in support of activities organised by the school, whether inside or outside school hours. Parents will be informed when contributions are requested. Parents will also be informed that the activity might not take place if insufficient donations are received.