



## Southwark Inclusive Learning Service (SILS) Charging and Remissions Policy



The Management Committee of Southwark Inclusive Learning Service (SILS) will consider this policy for adoption on **7<sup>th</sup> November 2022**. The policy was previously adopted in October 2018 and it is up for review every four years.

### Introduction

Southwark Inclusive Learning Service (SILS) is an inclusive school offering equality of opportunity to all pupils within the school. We aim to provide a broad and varied range of experiences for pupils. This may include trips, visits and the use of visiting groups. The Governing Body recognises the valuable contribution that a wide range of activities can make to a child's development.

### Voluntary Contributions

When organising school trips, activities or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. These contributions are to enable an activity to take place and enhance the children's education. The voluntary contributions will cover the cost incurred and not make a profit. *Although parents are under no obligation to make contributions, it must be noted that in the event of insufficient voluntary contributions being made the activity may have to be cancelled and refunds will be given.*

### Prohibition of Charges

The school is prohibited from charging for education provided during school hours or outside school hours if it is part of the National Curriculum. Or education provided on any trip which is part of the National Curriculum.

### Charges will apply:

- When arrangements need to be made for transporting pupils in connection with an educational trip, and travel by free public transport or the school minibus is not feasible.
- Where there is a need to cover the costs of materials, wear and tear to equipment and payment to staff and coaches for after school clubs and extra-curricular clubs.
- For instrumental tuition for individual pupils or for pupils in groups (which is not part of the national curriculum)

### Residential Visits

A charge will be made for the cost of board and lodging and the charge will not exceed the actual cost of provision. Other expenses, including transport costs, are met by voluntary contributions.

### Breakages

In cases of wilful or malicious damage to equipment or breakages, the parent of the pupil responsible will be asked to make a contribution towards the costs of repair or replacement of the damaged property.

### Remissions

The school will make every effort to support a child's participation in an activity where parents are undergoing financial difficulties. Individual cases should be discussed in complete confidence with the Head Teacher.

For further information see [DFE advice - Charging for School Activities](#)