



CHARGING AND REMISSIONS POLICY

Approved by head teacher and Chair of Governors January 2019

To be reviewed annually Date of next review January 2020

This charging and remissions policy complies with statutory requirements and is reviewed on an annual basis.

Introduction

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum, with the exception of some individual or small-group music tuition.

Voluntary contributions

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others. If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded. The school provides this information on request.

The following is a list of additional activities, organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

Visits to museums

Sporting activities which require transport expenses

Outdoor adventure activities

Visits to or by a theatre company

Residential school trips

Musical events

Residential visits

If the school organises a residential visit, which is to provide education directly related to the National Curriculum but may also include other activity, we do not make any charge for the education or travel expenses. However, we do make a charge to cover the costs of board and lodging and qualified instructors.

Music tuition

All children study music as part of the normal school curriculum. We do not charge for this. There is a charge for individual or small-group music tuition, since this is an additional curriculum activity, and not part of the National Curriculum. These individual or small group lessons are taught by peripatetic music

teachers and we make a charge for these lessons. We give parents information about additional music tuition at the start of each academic year.

Swimming

The school organises swimming lessons for all children in Year 4. These take place in school time and they are part of the National Curriculum. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part. Although we do not charge for the lessons, we ask for a voluntary contribution towards the cost of the travel.

After School Clubs

The school offers additional sports coaching after school. If they are run by members of the teacher we make no charge for these sessions. At times we use support staff or external coaches whom may charge for their service at a rate agreed with the school.

Loss and Damage to School Property

Parents of a pupil who damages or loses any item of school property or equipment, including, for example, windows or computer software, will be liable for the cost of repair or replacement.

Remissions of charges

The school may provide financial support towards residential trips for children who attract Pupil Premium funding. Charges for other 'chargeable activities', such as music tuition, may also be fully or partly remitted. Where appropriate, Governors may also approve the use of the delegated budget and other funding streams, such as Pupil Premium, to allow 'chargeable activities' to be partly remitted.