

# CHARGING & REMISSIONS POLICY - EDUCATIONAL

## 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 individual or group music tuition.

## Voluntary contributions

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. 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 organized by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- visits out of school;
- curriculum enhancement visits e.g. theatre group visits to school.

## Residential visits

If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, 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 will ask for a voluntary contribution for travel expenses. Some providers may have special arrangements in place for those parents in receipt of state benefits and further information would be obtained from the Headteacher at the time.

Where the provider does not offer support then some or all of the cost may be remitted. This would be subject to a private discussion with the Headteacher. Parents and Carers on Income Support would always be considered for remission, with others subject to individual circumstances. In all cases it would be left with the individual to consider if any voluntary contribution at all could be made.

## 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 group music tuition if this is not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons and a charge is made for these lessons. Parents in receipt of state benefits are exempt from payment. We give parents information about additional music tuition at the start of each academic year.

## Swimming

The school currently organises swimming lessons for children in Years 2, 3 and 4. These take place in school time and are part of the National Curriculum. We make no charge for this activity. However we do ask for a voluntary contribution towards the transport. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

## After School Clubs

The school offers a number of additional after school clubs. Occasionally parents may be asked to make a small voluntary contribution for attendance at these clubs to help to pay for materials and equipment.

## Extended Schools activities

The school arranges for a number of extended school activities. These activities are organised and run by people who are not members of the school staff. In all such cases a charge will be made by the organisation running the club.

## Charges made for information routinely published

No charge is made for information contained in day to day communication items i.e. Stop Press, letters from school, the school prospectus, list of school dates, school dinner menus. A charge of 5p per copy of each A4 sheet will be made for copies of school policies. This charge covers the cost of reprographic materials and the time of school administrators.

## Breakages

In cases of wilful or malicious damage to equipment, breakages, or loss of school books or equipment on loan to pupils the Headteacher in consultation with the Chair of the Governing Body may decide to make a charge. Each incident will be dealt with on its own merit and at their discretion.

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