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| Signed/...../..... Paul Leeson, Chair of Governors | | | |



Charging and Remissions Policy

Introduction

We do not charge for any activity in school hours related to the National Curriculum provided by our own staff.

Voluntary Contributions

When organising school trips, which enrich our 'Wonderful Curriculum,' and educational experience of the children, the school invites parents to contribute to the cost of the trip. If we do not receive sufficient voluntary contributions we may cancel a trip depending on the school's financial reserves at the time. If a trip goes ahead, it may include children whose parents are unable to pay a contribution. We do not treat these children any differently from any others.

Parents who are on Income Support or those whose children are in receipt of Pupil Premium may be exempt from payment after discussion with the headteacher.

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. Parents have the right to know how each trip is funded. The school provides this information on request.

If an activity takes place in school led by an outside provider to enrich our 'Wonderful Curriculum' then the school reserves the right to ask for voluntary contributions to cover the cost. As with trips the school reserves the right to cancel a visit if insufficient parental contributions are received. Parents who are on Income Support or those whose children are in receipt of Pupil Premium may be exempt from payment after discussion with the headteacher.

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

- Visits to museums, theatres, stately homes, etc.
- Sporting activities which require transport expenses
- Outdoor adventure activities
- Residential visits
- Musical events

Residential Visits

The parents of any child who participates in a residential activity will be expected to pay for board, lodging, any activities and to contribute to transport and insurance costs. Legally we cannot charge for activities, but practically they have to be funded. Only parents in receipt of Income Support or those whose children are in receipt of Pupil Premium are exempt from payment after consultation from the headteacher. Residential visits are optional – a full time alternative education will be provided for those who do not wish to go in school.

Music Tuition

All children study music as part of the National Curriculum

There is a charge for individual or group music tuition organised by the school with external tutors. Payment is made directly from the parent to the music tuition provider.

Sporting Activities

The school currently organises swimming lessons for all pupils for two academic years during their time in Key Stage 2. These take place in school time and there is no charge. Parents are informed when these take place. Pupils may also be transported to other venues for gymnastics or Indoor P. E. and the Schools Sports Premium will be used to cover this cost.

Ingredients/ materials

All pupils will participate in practical subjects where additional ingredients/materials have to be provided. If a child wishes to take their model/product home a small charge may be made to cover the basic cost of materials. Parents may be encouraged to supply materials for practical subjects on a voluntary basis.

After School Clubs

The parents of children who participates in certain after school sporting or other activities will be expected to contribute to the cost of the provision. Legally we cannot charge for activities, but practically they have to be funded. Contributions will be made clear in a letter which asks parents if they wish their child to take part. Only parents in receipt of Income Support or those whose children are in receipt of Pupil Premium are exempt from payment after consultation from the headteacher.

Breakages and damage to school buildings, furniture and property

Parents are made aware that wilful damage to school buildings or property may be charged to parents by the school.

Photocopying

Staff and parents requesting to use the photocopier will be asked to pay 10p per A4 or A3 copy (whether colour or black and white)

Telephone calls

Staff and parents wishing to use the school landline to make personal telephone calls will log the date and number of the call in a record book in the Secretaries office and will then be invoiced for the cost of the call on receipt of the telephone bill.