

Policy on Charging and Remissions (V6)

1 Introduction

- 1.1 All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum.

2 Voluntary contributions

- 2.1 When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents and carers 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 or carers have not paid any contribution. We do not treat these children differently from any others.
- 2.2 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 and carers have a right to know how each trip is funded, and the school provides this information on request.

3 Online Payment Systems

- 3.1 The school provides parents with the option of using an online payment system. The school makes no charge for the use of parents who wish to pay dinner money using this system of payment. Other payments made online require an additional charge to cover the systems administration costs.
- 3.2 Any online system transaction charges and school administration costs will be added to the minimum payment option offered to parents; this will reflect the maximum predicted costs incurred by school from either debit or credit card payments. Other payment options will be set in multiples of the minimum payment option.

4 Residential visits

- 4.1 If the school organises a residential visit in school time, or mainly in 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 suggest a charge to cover the costs of board and lodging, although parents and carers who receive state benefits are exempt from this charge. If we cannot raise sufficient funding through these voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

5 Music tuition

- 5.1 All children study music as part of the normal school curriculum. We do not charge for this.
- 5.2 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. Those entitled to PPF are welcome to write to the head requesting assistance with funding. We give parents and carers information about additional music tuition at the start of each academic year.

6 Swimming

- 6.1 The school organises swimming lessons for all children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity, but we may ask for a voluntary contribution from parents and carers to cover the cost of

transport if it is required. We inform parents and carers when these lessons are to take place.

7 Extra Curricula Activities

7.1 The school offers additional coaching and teaching out of school in a wide range of activities which are run by independent organisations or individuals. They may make a small charge for these sessions.

8 Bus

8.1 We normally charge if children are transported in a bus to an extra-curricular activity. However, we use these charges only to cover the expenses of the trip, and not to make a profit.

9 Damage

9.1 Where it can be proved that a child or group of children have caused damage to school property or resources, a charge will be made to parents in order to replace/mend the damage that has been caused.

10 Monitoring and review

10.1 This policy is monitored by the governing body, and will be reviewed every 3 years, or earlier if necessary.

This policy was ratified by the Governing Body on.....

Signed.....Chair of Governors

Date of next review: