



CHARGING & REMISSIONS POLICY

1. 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.

2. 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, unfortunately we may have to cancel the trip. If a trip does go ahead, it may include children whose parents have not paid any contribution because we do not exclude any pupil on the grounds that a contribution cannot be made.
- 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 but only if school funds are available to support this. Parents have a right to know how each trip is funded. The school provides this information on request.
- In the event of an individual child being unable to attend after payment has been made to the school, we are unable to refund the cost of transport (the cost of the coach remains the same regardless of how many children use it on the day. However, individual admission charges can be refunded, if requested, (less any deposit previously notified) if the venue have not charged school.
- The following is a list of additional activities organised by the school, which require voluntary contributions from parents. These activities are known as educational visits or enrichment opportunities. This list is not exhaustive:
 - Visits to Museums
 - Sporting activities which require transport expenses
 - Outdoor adventure activities
 - Visits to the Theatre
 - School Trips
 - Musical events

The Governing Board annually review the MAXIMUM cost/contribution for all visits. The School also acknowledge the expense involved when there are twins or triplets and special arrangements are made in consultation with the Head Teacher (see Appendix (A) attached).

3. RESIDENTIAL VISITS

If the school organises a residential visit in school time or mainly during school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education. However, we do make a charge to cover the costs of board, lodging and travel expenses. If parents are experiencing financial difficulty they are invited to write in confidence to the Headteacher

4. 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. We make a charge for these lessons. If parents are experiencing financial difficulty, they are invited to write in confidence to the Headteacher. We give parents information about additional music tuition at the start of each academic year.

5. SWIMMING

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. 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.

APPROVED:/CHAIR OF FINANCE

...../HEAD TEACHER

DATE: ...27.6.17.....



Appendix A

SCHOOL CHARGES 2017/2018

ITEM	AMOUNT CHARGED	DATE OF REVIEW
Music Lessons	£42.40 (£43.90 with instrument) per half-term	27.06.17 for implementation from 01.09.17
School Meals (child) (adult) Toast Fruit Bags Bottled Water Fruit Cuplets	£2.25ea £3.35ea £0.20ea £0.30ea £0.50ea £0.30ea	Wef 01.04.17 (in line with Citiserve charges)
School Fund (voluntary contribution)	£5.00 per term per pupil	27.06.17 for implementation from 01.09.17
Hall/Field/Classrooms (External Hirers)	£23.50 per hour (includes BSM hours)	27.06.17 for implementation from 01.09.16
Educational Visits	Day Visits - £15.00 maximum Residential – cost of board, lodging and travel	27.06.17 for implementation from 01.09.17
	Parents to be informed of the intention to run the visit, the costs involved and asked to indicate whether their child will be participating and that they agree to pay for the visit. No child will be excluded on a financial basis; parents will be asked to speak to the Headteacher to discuss their circumstances.	

