

## Charging and Remissions Policy

### Document Status

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| March 2018<br>July 22 - | Review of Swimming contributions |                     | Trustees<br>SILG<br>FRAR<br>LGB<br>LGB-Finance<br>CEO<br>Headteacher |
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### 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

Throughout the year there are likely to be day visits organised for classes in conjunction with their topic work, or visits to the school by Theatres or Workshops etc. Such visits play an important part in the school curriculum, extending the learning that is started in the classroom and no child is excluded for financial reasons.

Parents are invited to make voluntary contributions towards the cost of these visits, to

enable the school to continue with such worthwhile activities. Details of the approximate cost will be sent home and, providing we are able to get the necessary support, we will confirm bookings and collect the money. There will always be provision to pay by instalments.

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 the theatre;
- school trips;
- musical events.

### **Residential visits**

The school may organise a residential visit in school time, mainly for Key Stage 2 children, which is to provide education directly related to the National Curriculum. We do not make any charge for the education. Such trips necessitate a higher level of funding but are invaluable in giving the children firsthand educational experiences and in helping them to develop greater self-confidence and awareness of others. Parents are obliged to at least pay for the residential expenses in such trips and we also ask parents to contribute the full cost of the travel and activity expenses as these are beyond the scope of our main school budget. A savings scheme operates so that parents can spread the cost of trips over a longer period of time. If parents do experience financial difficulty, they are invited to write in confidence to the headteacher.

### **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.

### **Swimming**

The school organises swimming lessons for all children in the school. These take place in school time and are part of the National Curriculum. We ask for a voluntary contribution of £2-£3 –per session towards 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.