



# **Charging and Remission Policy**

**Implementation Date- 2020  
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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. However, to enrich the curriculum, other activities; sometimes off-site and in addition to the normal curriculum are offered during the school day. Voluntary contributions may be requested so that these can take place. Activities arranged outside of the school day may be charged for.

## **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, the school enables children whose parents have not paid any contribution to take part if they wish. 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. In the case of residential trips when school has to make a commitment in advance, any deposit received from the parents will be non-refundable.

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;
- Educational visits, which enhance the curriculum and which require transport expenses;
- Sporting activities which require transport expenses;
- Outdoor adventure activities;
- Visits to the theatre;
- Musical or theatrical events.

## **Breakfast/After School Club:**

Our breakfast club is offered free of charge to all pupils.

After-school club is chargeable, based on the time of collection. The rates for this are set out in our After School club policy which is available from the school office, or can be found the club page of our school website.

## **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 make a charge to cover the costs of any workshops and board and lodgings. A charge for board and lodgings is made, with the exception of those parents who are receiving;

- Universal Credit in prescribed circumstances;
- Income Support (IS);
- Income Based Jobseekers Allowance (IBJSA);
- support under part VI of the Immigration and Asylum Act 1999;
- Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed £16,190 (Financial Year 2013/14);
- the guarantee element of State Pension Credit;
- an income related employment and support allowance that was introduced on 27 October 2008;

If parents are experiencing financial difficulty then they are invited to speak in confidence to the Academy Principal, Vice-Principal or Family Support Worker. In such a case school will endeavour to work closely with parents to ensure their child's full participation in any educational activity.

## **Music tuition**

All children study music as part of the normal school curriculum. We do not charge for this. There may be 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. Parents are charged for these directly by the music specialist.

## **Swimming**

The school currently organises swimming lessons for all children in Key Stage 2. These take place in school time and are part of the National Curriculum. 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. We do not charge for the swimming instruction.

## **Coaching Sessions**

When the school offers additional coaching after school, for example football, etc. a qualified coach, who is not a member of the school staff, runs and organises these sessions. The body running the session make a small charge to cover their costs. We cover the bulk of the cost from school funds but may also make a small charge for these sessions.

## **Lettings Charges**

Charges will be made for the use of the school premises. Charges will be dependent on the nature of provider and determined on an individual case basis by the Governing Body. The bursar is responsible for raising invoices for lettings on a monthly basis.