



Our Christian faith emphasises the value and worth of every individual with their own distinctive character, gifts and abilities.

Christ's command to 'Love one another' calls us to respect and help other people. This provides the foundation for our school and all we aim to achieve.

## **Charging & Remissions Policy**

### **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**

When organising school trips, activities or visits, which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. The contributions requested will not exceed the actual cost (per pupil) of provision and all contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip, activity or visit. If a trip, activity or visit goes ahead, it may include children whose parents have not made any contribution. We do not treat these children differently from any others. Payment of voluntary contributions is known only by the Office Manager, SBM and Head of School.

If a parent wishes their child to take part in a school trip, activity or visit, 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 and other places of cultural or sporting interest
- Musical events
- Sporting trips
- Theatrical events
- Y6 residential trip
- Themed week activities

### **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 do not make any charge for the education. However, we do make a charge to cover the costs of board and lodging and travel. Parents who can prove they are in receipt of certain benefits may be exempt from payment. See Remissions and concessions section.



### **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. They make a charge for these lessons. Parents in receipt of state benefits or who qualify for Pupil Premium are able to apply for funding via the school office or website. We give parents information about additional music tuition on a regular basis.

### **Swimming**

The school organises swimming lessons for all children in Year 3. These take place in school time and are part of the National Curriculum. We make no charge for this activity, but we do invite voluntary contributions. 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.

### **Extended services**

The school provides a Breakfast Club service for our pupils. Breakfast Club runs from 8:00am – 8:45am. The children/ parents can choose from 2 sessions, either with or without breakfast. The sum of £3.00 is charged for Session A – this provides breakfast plus 45 minutes childcare. The sum of £1.00 is charged for Session B – this is an early drop-off option that runs from 8:30am – 8:45am, providing 15 minutes childcare but no breakfast.

The total charge does not exceed the cost of providing the staff to run the club, the activities and breakfasts. No parent is asked to subsidise others.

### **Clubs and Organisations**

The school offers additional sports coaching after school. A coach, who is not a member of the school staff, runs and organises these sessions. The organisation may charge for attendance in line with the School's Lettings Policy. The same applies for the providers of other clubs offering additional extra-curricular activities for the children before, during or after school.

Clubs and organisations who hire the hall or other locations around the site before, during or after school may charge for attendance. This is in accordance with the school's Lettings Policy.

### **Damage to property and breakages**

Where school property has been wilfully damaged by a pupil or parent the school may charge those responsible for some or all of the cost of repair or replacement.

Where property belonging to a third party has been damaged by a pupil, and the school has been charged, the school may re-charge some or all of the cost to those responsible.



### Remissions and concessions

The school will give consideration to the remission of charges to parents or carers who receive the following support payments:

- Income Support
- Income Based Jobseekers Allowance
- Support under Part VI Immigration and Asylum Act 1999
- Child Tax Credit (providing Working Tax Credit is not also received)
- Guaranteed State Pension
- Income related Employment and Support Allowance
- Children identified with Pupil Premium support

### Related Policies

Lettings  
Curriculum

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The Governing Body approved this policy on date: 10<sup>th</sup> December 2018

Signed: 

Chair of Governors

Signed: 

Head of School