



...where children shine

Charging and Remission Policy

Document Title:	Charging and Remissions Policy
Date of ratification by Governors:	May 2024
Author:	Headteacher; SLT
Contributors:	
Version:	1
Date of Production:	April 2024
Review date:	April 2025
Amendment details (if applicable)	
Review period	12 months
Post holder responsible:	Headteacher, Office Manager
Primary Circulation List:	All staff, school governors
Published on website	Yes
Related Policies:	EVC

Policy on Charging

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, with the exception of some individual or small-group music tuition.

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.

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. 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.

2.3 The following is a list of additional activities, organised by the school, which require voluntary contributions from families. 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 or by a theatre company;
- school trips
- musical events.

3 Residential visits

3.1 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. However, we do suggest a charge to cover the costs of board and lodging, although this is heavily subsidised by the school. 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.

The 'Team skills' annual school visit for Y6, to an Activity Centre, is subsidised by school fund. Governors determine the amount of subsidy and families contribute the balance. Arrangements are made for families to pay the amount weekly and this is done over a period of months. All children are given the opportunity to attend and good notice [approximately nine months] is given to families of the event.

4 Music tuition

4.1 All children study music as part of the normal school curriculum. We do not charge for this.

4.2 There is not currently a charge for individual or small-group music tuition, although this may change in the future, by Governors decision, 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. We give parents and carers information about additional music tuition at the start of each academic year.

5 Swimming

- 5.1 The school organises swimming lessons for children in Year 3. These take place in school time and are part of the National Curriculum. We make no charge for this activity, nor do we ask for a voluntary contribution from families to cover the cost of transport at present. We inform families when these lessons are to take place, and we seek the written permission of parents or carers for their children to take part.

6 Sports

- 6.1 The school offers additional sports coaching after school. A qualified coach, who is not necessarily a member of the school staff, may run and organise these sessions. If this is the case, a small charge may be levied for these sessions.

7 School minibus

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

8 Monitoring and review

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

Effective from 1st April 2024
To be reviewed on or before 31st March 2025

Breakfast Club with Childcare (07:45-08.45): £3 per child per session

Breakfast Club (08:15-08:45): Free

After school club (15.20- 17.45pm): £7 per child per session

Tinies Provision (2 year olds)* (9am-12pm)

£50 per week (£10 per morning)

Little Lunch Club

£6 per day

Daycare* (12pm- 3pm, includes lunch)

£15 per session without lunch until 12.40-3pm;

£20 per session with lunch;

* Unless eligible for funded places

Note: Places must be booked and paid for in advance.

Trips and Visits

We ask for a voluntary contribution for trips and visits. This contribution is subsidised from the school fund and PTFA fundraising. The contribution is decided on a trip-by-trip basis.