



## **Charging and Remissions Policy**

### **Introduction**

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.

### **Voluntary contributions**

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip.

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, and 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. This list is not exhaustive:

- visits to museums
- sporting activities which require transport expenses
- outdoor adventure activities
- visits to or by a theatre company
- musical events
- in-house events such as puppet plays or visiting theatre groups

### **Residential visits**

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 or travel expenses. However, our residential visits are currently non-statutory, therefore voluntary contributions are sought to cover expenses. 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.

### **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 small-group music tuition, 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 make a charge for these lessons. 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 Years R to 5. These lessons take place in school time and are in excess of National Curriculum recommendations. We therefore ask for voluntary contributions from parents to cover the cost of swimming tuition. We inform parents when these lessons are to take place, and we seek parents' written permission for their children to take part.

## **Sports Coaching**

The school offers additional sports coaching before school, during lunchtimes and after school. Qualified coaches, who are not members of the school staff, run and organise these sessions. We make a small charge for these sessions.

## **Monitoring and review**

This policy is monitored by the governing body, and will be reviewed every year.

Agreed by the Full Governing Body: 26<sup>th</sup> March 2012

Signed by the Chair of Governors:

Review Date: March 2013