



Charging and Remissions Policy

Version 2

Policy Date:	October 2023 Review every three years
Policy Review Date:	October 2026
Approved by Governors (date of meeting)	19 th December 2023

Document History:

Date	Amendment
October 2023	Expanded the reasons for contributions by parents/carers Nursery self-funding charges After school club charges

Policy Statement

All education we provide wholly or mainly during school hours will be free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual or group music tuition.

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, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others. Parents may apply to the Headteacher for remission of the contribution in cases of hardship.

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 may require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums, centres of worship etc;
- outdoor adventure activities;
- visits to the theatre or theatre groups visiting school;
- visitors to school providing 'theme days', eg. Egyptians;
- school trips;
- musical events.

On residential trips that take place wholly, or mainly, during school hours, the school will charge for the cost of board, lodging and transport at the actual cost of the provision.

Where music tuition or singing tuition is not an essential part of the national curriculum, charges will be made.

In Nursery school offers families to self-fund the additional 15 hours if they do not qualify for the 30 hours funding. This is charged at a rate of £75.00 per week. School will invoice the families concerned on a half termly basis and fees are payable at least a week in advance.

After school clubs provided by an external provider may incur charges, these will be payable to school who will be invoiced by the external provider.

The funding of activities will be a clear and open process understood by all. We intend that our charging and remissions policy will be in line with that of the Local Authority and that it will meet the requirements of the law.