



## Reach for the Stars

Policy Document: School Charging and Remissions Policy

2019

Subject Leader/monitor: Headteacher

Governor Link: Finance & General Personnel Committee

Cheswardine Primary and Nursery School recognise and value the contribution that additional activities including trips and visits can make to a child's education. Extra activities enrich the curriculum and are encouraged as part of the topics and as additional experiences for the pupils at Cheswardine Primary and Nursery School.

No child will be debarred from an activity on the grounds of the ability to pay. If the activity takes place wholly or mostly in school time you may be asked to make a Voluntary Contribution. If the activity is mostly or wholly out of school time you will be asked to pay the full cost.

Activities the school can charge for are:

- **Individual instrumental tuition:** Children study music as part of the National Curriculum and there is no charge for this. There is a charge for individual or small-group music tuition since this is an additional activity to the normal school curriculum. This includes the purchase of music and examination fees.
- **Any materials, books, instruments or equipment** that a parent wishes the child to own.
- **Clubs:** Many clubs are run free of charge. However if the club is run by an outside agency or there are materials and equipment involved that the child will take home then a charge will be made.
- **Optional Extras:** Activities that are not related to the National Curriculum or form part of religious education, taking place out of school time such as:
  - Travel costs
  - Residential Visits
  - Insurance
  - Entrance fees to museums and theatres etc
  - Any costs of engaging teaching staff specifically for the purpose of providing the activity

Parents will be notified in advance of the activity being provided and the charge that is to be made. If there is an insufficient number of pupils to cover the cost of the activity, the activity will not be provided. Any charge made in respect of individual pupils will not exceed the actual cost of providing the optional extra activity, divided equally by the number of pupils willing to participate (or maximum number for the activity).

**Voluntary Contributions:** We invite parents to contribute towards the cost of school visits or trips used to enrich the curriculum and learning experience of the children. There is no obligation to parents to make a contribution and no child will be excluded from an activity because his or her parents are unwilling or unable to pay. If insufficient voluntary contributions are raised to fund an activity or visit, the governors reserve the right to cancel an activity. Examples of the type of events we may ask for voluntary contributions for are:

- Visits linked to class topics
- Visits to theatres
- Swimming
- Sport events
- Musical events

**Remissions:** Where parents of a pupil are in receipt of free school meals, the Governing Body will consider, in line with pupil premium strategy, remission of part of the cost of board and lodging for any residential activity that it organises for the pupil, if the activity is deemed to take place mainly within the school's hours or where it forms part of the syllabus for the National Curriculum.

**Legislation:** Provisions concerning charging for school activities can be found in sections 402, 450 to 458 and 460 of the Education Act 1996 and in The Education (School Sessions and Charges and Remissions Policy) (Information) (England) Regulations 1999 (SI 1999 No. 2255)

Last Reviewed: January 2017  
This Review: November 2019  
Next Review: November 2021