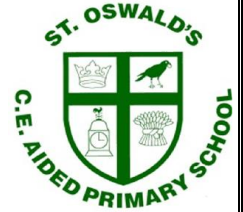




## St Oswald's CE (Aided) Primary School

### CHARGING AND REMISSIONS POLICY



#### **Introduction**

The Governing Body recognises the valuable contribution that a wide range of activities, including clubs, day visits and residential experiences can make towards the educational development of our pupils. We therefore aim to provide and promote such activities as part of our broad and balanced curriculum and also as optional activities.

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. The Governing Body reserve the right to make a charge or ask for voluntary contributions in the following circumstances.

#### **Educational Visits in School Hours**

*Non-residential visits taking place wholly or mainly during school time, e.g. - visits to museums, zoos, historic sites; outdoor/sporting activities; visits to the theatre; artists working in school; musical events.*

When organising educational visits that enrich the curriculum the school invites parents to contribute to the cost of the visit, as no charge can be made. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may have to cancel a visit. If a visit goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

If a parent wishes their child to take part in an educational visit 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 supports parents experiencing financial difficulties and requests should be made in the first instance to the Headteacher. Parents have a right to know how each visit is funded. The school provides this information on request.

#### **Educational Visits/Activities outside School Hours**

*Non-residential visits/activities taking place wholly or mainly outside school time eg. Drama club, sports coaching, Creative Nature.*

As these visits/activities are generally organised on the basis of parental choice then they are deemed 'optional extras' and the school has the right to recover the full cost of the visit. A pre-requisite for the provision of an optional extra activity must be parental agreement.

There is no obligation to remit charges to individual children.

#### **Residential visits within School Hours**

*Residential visits taking place wholly or mainly within school time, e.g. – Cheshire Outdoor Education Centres*

(The LA & Governors' approval must be obtained for such a visit.)

Charges will be made for the board and lodging element of the visit.

However, parents who are deemed to be in receipt of income support or family credit must have remitted, by the LA or Governing Body, the full cost of the board and lodging.

No charges can be made for transport, insurance or other expenses but voluntary contributions will be requested.

No child will be excluded from the visit because of parental unwillingness/inability to pay but the Headteacher reserves the right to cancel such visits if voluntary contributions do not meet or nearly meet the costs.

**Residential visits outside School Hours**

*Residential visits taking place wholly or mainly outside school time eg weekend camps.*

(The LA & Governors’ approval must be obtained for such a visit.)

As parental agreement is a pre-requisite for such an activity and it is an ‘optional extra’ then the school can recover the full cost of the visit. There is no obligation to remit charges to individual children.

**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 which is not part of the National Curriculum. Music teachers teach individual or small group lessons for which there is a charge. We give parents information about the availability of additional music tuition each academic year. Parental agreement is made with the provider before tuition is given.

**Art/Technology Activities**

Where parents have indicated in advance their willingness to own an item which their child has made, then the school can recover the cost of materials.

**Swimming**

The school organises swimming lessons for Key Stage 2 children. These take place in school time and are part of the National Curriculum. We make no charge for this activity. 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.

**Pupil Premium**

For some pupils in receipt of the pupil premium grant, some or all of the costs incurred for trips, visits etc in school may be met through the use of this grant. This is organised on a case by case basis in consultation with parents.

**Conclusion**

The Governing Body may review and amend the categories of activity for which a charge may be made.

Nothing in this policy statement precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of providing education for children.

**Supplementary Information**

This Policy was reviewed by the Governing body in April 2015.

Signed ..... (Chair) .....( Headteacher)

Date:

The Policy will be reviewed annually.