



# Sound & District Primary School

Our Children are the Future

## CHARGING AND REMISSIONS POLICY

<b>Policy written by:</b>	Headteacher
<b>Governor Committee:</b>	Resources
<b>Date approved by Governing body:</b>	Feb 2020
<b>Review date:</b>	Feb 2022

### Introduction

The 1996 Education Act requires all schools to have a policy on charging and remissions for school activities, which is kept under regular review.

The staff and Governors of Sound and District Primary School believe that all our children should have an equal opportunity to benefit from school activities and visits (curricular and extra-curricular) independent of their parents' financial means. This policy describes how we will do our best to ensure a good range of visits and activities is offered and, at the same time, try to minimise the financial barriers which may prevent some pupils taking full advantage of the opportunities

### 1 Charges that will not be made

**1.1** 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 and travel costs.

### 2 Voluntary Contributions

**2.1** 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 need to cancel a trip. All children will be treated equally irrespective of any contribution made for an educational trip.

**2.2** On occasion the school pays additional costs in order to support the visit, usually using grant monies or pupil premium funding or support from the school PTA. Parents have a right to know how each trip is funded. The school provides this information on request.

**2.3** The following is a list of additional activities organised by the School, which require voluntary contributions from parents. 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 the theatre;
- residential visits;
- musical events.
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The following statement is made in compliance with Section 110 of the Education Reform Act 1988.

With effect from September 1 1995 the Governors' policy for making charges will be in conformity with the Education Reform Act 1988 with Circular 2/89 and subsequent Circulars. Charges will be those permitted under the Act.

'The Headteacher will have discretion to pay from the school budget to assist in whole or in part any child whose circumstances would not enable them to pay for a particular activity for which charging is permitted.'

### **3 Music tuition**

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

**3.2** There is a charge for individual or group music tuition if this is not part of the National Curriculum. The peripatetic music tutors teach individual or small group lessons and make a charge for these lessons. The tutors give parents information about additional music tuition on a termly basis.

### **4 Swimming and Other Activities**

**4.1** The School organises swimming lessons for all children in Reception and KS2. They take place in school time and are part of the National Curriculum. We ask for a voluntary contribution to cover the cost of transport and the hire of the swimming pool. We inform parents when these lessons are to take place.

**4.2** Other related sporting/additional activities, within the curriculum, will be charged to cover the full costs for travel.

### **5 Activities outside the National Curriculum (NC)**

**5.1** Activities lying outside of the NC, and taking place outside school time, will be charged in full.

### **6 General**

**6.1** All charges will be reviewed annually and revised in line with appropriate inflation factors.

**6.2** Where appropriate, VAT will be charged and properly accounted for in accordance with the appropriate VAT regulations.

**6.3** The school may require parents to pay for damage to or loss of school property for which their children are responsible and where reimbursement is appropriate. This will be at the Headteacher's discretion.

### **7 Freedom of Information Act**

**7.1** Charges are made to cover printing and administrative costs following a Freedom of Information request for production of information held by the school.

## **Signatures**

Headteacher: Mrs LJ Minshall-Thomas

Chair of Governors: Dr A Shuker