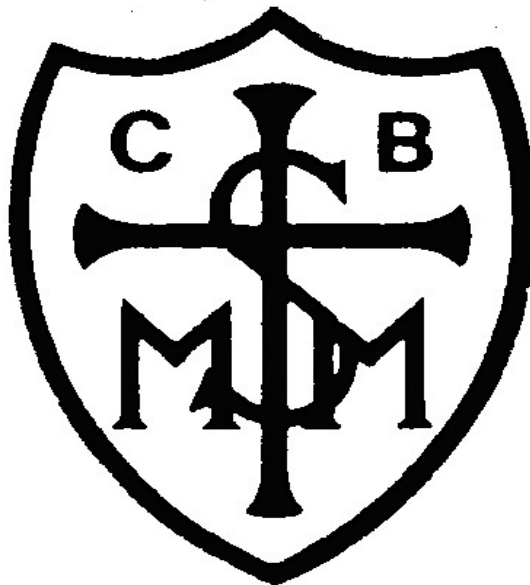


**ST MARY & ST MARGARET'S CE PRIMARY
SCHOOL**



CHARGING & REMISSIONS POLICY

March 2021

INTRODUCTION

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.

VOLUNTARY CONTRIBUTIONS

The Headteacher or Governing Body may ask parents for a voluntary contribution towards the cost of:

- any activity which takes place during school hours;
- school equipment;
- school funds generally.

When organising school trips, visits or workshop activities which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the activity. All contributions are voluntary. If we do not receive sufficient voluntary contributions we will cancel the activity. If an activity 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 a school trip or activity but is unwilling or unable to make a voluntary contribution, the child is still allowed to participate fully in the trip or activity as long as parental consent has been given. If appropriate and funds allow, the school pays additional costs in order to support the trip or activity. Parents have a right to know how each trip is funded and this information may be provided on request.

If a child does not attend a trip due to absence/illness the school will refund any element of the trip that has not been pre-paid e.g. admission fee.

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:

- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to museums or theatres;
- school trips;
- musical events;
- visitors to school, e.g. artists, poets, etc.

RESIDENTIAL VISITS

The school is permitted to charge for residential visits even if they occur mainly during school time. The cost of the trip includes board and lodging, transport, materials, entrance to any sites visited and charges for any activities to be experienced. The cost must not exceed the actual cost of the provision. Parents will be given the option to pay the costs of residential visits by instalments.

Parents who meet the criteria for eligibility for Free School Meals will be entitled to the remission of the charge for board and lodgings.

MUSIC TUITION

All children study music as part of the normal school curriculum and we do not charge for this.

There is a charge for individual or group music tuition provided by peripatetic music teachers if this is not part of the National Curriculum. Parents are given information about additional music tuition and the costs involved each academic year and choose whether they would like their child to participate or not.

SWIMMING

The school organises swimming lessons during school time as part of the National Curriculum. We ask parents to make a voluntary contribution to cover a small part of the cost of the lessons and transport to and from the leisure centre. No child is excluded from these lessons because a parent is unwilling or unable to make a contribution.

BREAKAGES AND DAMAGES

The Governors reserve the right to ask parents to pay the cost, in whole or in part, of replacing any item such as:

- broken windows;
- defaced, damaged or lost text books;
- replacement reading or library books;
- damage to premises;
- damaged computer equipment;
- any item damaged as a result of unsatisfactory pupil behaviour.

Signed:

Date: