

Overfields Primary School

Ironstone Academy Trust

Remissions and Charges Policy

Updated:	September 2018, 2019, 2020, 2022
Next Review Due:	March 2023
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Remissions and Charging Policy

1 Introduction

- 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 some individual or small group music tuition and in accordance with the costings of the external provider.
- 1.2** Use is made of school funds including the Pupil Premium to subsidise charges for individuals

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 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.
- 2.2** 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 to support the visit. Parents are advised of the full costs of all trips.
- 2.3** Receipts will be given for cash payments, and electronic receipts available for other 'online' payments.
- 2.4** The following is a list of additional activities organized 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;
 - school trips abroad;
 - musical events.

3 Residential visits

- 3.1** If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we may make a charge for the education or travel expenses. We do make a charge to cover the costs of board and lodging. Parents who receive state benefits are encouraged to discuss their individual situations with the Head Teacher as Pupil Premium and Looked After Funding may be used to subsidise the cost for these pupils. This option will be made clear in communication from school.

3.2 Staff should advise parents and carers at the pre-visit briefing of the arrangements for revision of charges

4 Music tuition

- 4.1** All children study music as part of the normal school curriculum. We do not charge for this.
- 4.2** There is a charge for individual or group music tuition if this is not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons. We make a charge for these lessons. Parents in receipt of state benefits are exempt from payment. We give parents information about additional music tuition at the start of each academic year.

5 Swimming

- 5.1** The school organises swimming lessons for children in Key Stages 1 and 2. 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.

6 Football/Multi Skills

- 6.1** The school offers additional football coaching after school. A qualified FA coach, who is not a member of the school staff, runs and organizes these sessions. There will be a small charge for these sessions.

7 School minibus

- 7.1** We normally charge children if they are transported in the minibus to an extra-curricular activity. However, we use these charges only to cover the expenses of the trip, and not to make a profit.

8 Extra-Curricular Activities

- 8.1** School provides an extensive range of extra-curricular activities. We make no charge for these activities unless materials are required to undertake the activity. Parents will be informed in advance of this.

Charges will be made by a third party organising extra-curricular activities i.e. tour operator/football coach

9 Documents

- 9.1** School does not generally charge for copies of documents, should parents request them. Where requests are made that are deemed by the Head teacher to be excessive, vexatious or for business purposes a charge 'at cost' may be made.

This policy is monitored by the Governing Body and will be reviewed annually. The Policy is used in conjunction with other documents approved by the Trust Board, including those

relating to debt management.

Signed:

Date:

