

CHARGING AND REMISSIONS POLICY OVERVIEW

The education we provide wholly or mainly during school hours will be free but on some occasions a 'voluntary' contribution towards the cost of an activity may be requested by the school and parents are free to decide whether or not to contribute. This policy sets out the principles upon which the school will operate charges and remissions

OBJECTIVES

1. To make clear what will be provided without charge and what will be offered with a charge being made.
2. To clarify what is meant by any request for voluntary contributions.

STRATEGIES

1. No charge will be made for admitting pupils to school
2. Transport or admission costs for swimming lessons during school hours will be met by the school.
3. The school may request voluntary contributions towards the cost of some activities planned during school hours.
 - School trips
 - School residentials
 - Mufti days
 - Charity events
 - Celebrations
 - Concerts
4. Where parents are asked for a voluntary contribution towards the cost of: an activity which takes place during school hours; school equipment or school funds generally, the contribution will be genuinely voluntary, and pupils of parents who are unable or unwilling to contribute will not be discriminated against.
5. Where there are insufficient voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then it will be cancelled.
6. On residential trips that take place wholly, or mainly, during school hours the school will charge for the cost of board and lodging at the actual cost of the provision.
7. Children whose parents are in receipt of some specific support payments will, in addition to having a free school lunch entitlement, also be entitled to the remission of these charges. A similar entitlement will apply where the trip takes place outside of school hours but it is necessary as part of the national curriculum or the syllabus for religious education.
8. Where music tuition or singing tuition is not an essential part of the national curriculum charges may be made.

9. The school will not charge for property damaged accidentally but where it is considered that property / equipment has been damaged maliciously a charge will be made.
10. The school will ask for a contribution for lost reading books.
11. Snack is given daily in the foundation stage (voluntary contribution). Fruit is provided free in year 1.
12. Healthy snacks are provided in KS2 for a small charge. This is voluntary.
13. Breakfast club is available each morning 8:00am - 8:45am. There is a cost.
14. There are childcare facilities available after school until 6:00pm at a cost.
15. Where more than one incident occurs, repeated episodes on late collection with or without notification, please be aware that the late collection charge of £5.75 per child up to 4.45pm and £9.50 up to 6pm will be imposed.
16. Dinner money for pupils in KS2 should be paid every Monday. It should be placed in an envelope with the child's name and amount enclosed stated clearly on it. This should be placed in each child's book bag for a teaching assistant to access.
17. EYFS and KS1 children have an entitlement to universal free school meals.

OUTCOMES

The funding of activities will be a clear and open process understood by all. We intend that our charging and remissions policy will be in line with that of the LA and that it will meet the requirements of the law.

The school reserves the right to refer outstanding debts to the Local Authority Debt Collection Service.