



# Mill Lane Primary School

## Charging and Remissions Policy September 2017

Date written: Sept 2015
Updated: Sue Skillcorn Sept 2017
Date adopted by Governors and Staff: Sept 2017
Review Date: Sept 2019

## Mill Lane Primary School Policy on Charging and Remissions

### 1 Introduction

- 1.1 All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum.

### 2 Voluntary contributions

- 2.1 When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. 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 in order to support the visit. Parents have a right to know how each trip is funded, and the school provides this information on request.
- 2.3 The following is a list of additional activities which may 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 or by a theatre company;
  - residential school trips;
  - musical events.

### 3 Residential visits

- 3.1 If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education or travel expenses. However, we do suggest a charge to cover the costs of board and lodging, although parents who receive state benefits can be exempt from this charge. If we cannot raise sufficient funding through these voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

### 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 currently no charge for instrumental music tuition. These lessons may be taught by peripatetic music teachers. 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 all children in Key Stage 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. Swimming is compulsory.

### 6 After-school Clubs

- 6.1 The school offers additional coaching and activities after school. A qualified coach, or a member of the school staff, runs and organises these sessions. We do not make any charge for these sessions.

**7 Monitoring and Review**

7.1 This policy is monitored by the governing body, and will be reviewed every two years, or earlier if necessary.

**Signed and dated:**

Head Teacher .....

Chair of Governors .....