

West Cornforth Primary School



Charging and Remissions Policy

**Reviewed March 2019
Ratified March 2019**

This policy should be read in conjunction with all safeguarding children, equality, diversity, disability, racial and gender schemes and policies.

Introduction

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, with the exception of some individual or small-group music tuition.

West Cornforth Primary School will not charge for:

- Admissions to the school
- Education provided during school hours [including the supply of any materials, books, instruments or other equipment]
- Education provided outside school hours, if it is part of the National Curriculum
- Tuition for pupils learning to play musical instruments, if the tuition is required as part of the National Curriculum.

West Cornforth Primary School can charge for:

- Any materials, books, instruments, or equipment, where the child's parent wishes him or her to own them
- Optional extras [see below]
- Music tuition, in limited circumstances [this will be funded by the school for pupils in receipt of Pupil Premium].

Remissions Policy:

Charges for other 'chargeable activities' may be fully or partially remitted. Details of any remission arrangements will be made clear when parents are informed of charges for individual activities

1 Voluntary contributions

1.1 When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school sometimes 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, all children will be included. We do not treat children whose parents have not paid a contribution any differently, although we do heavily rely on these contributions for our trips to go ahead.

1.2 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.

1.3 The following is a list of additional activities, organised by the school, which may require voluntary contributions from parents. This list is not exhaustive:

- visits to museums
- sporting activities which require transport expenses
- outdoor adventure activities
- visits to or by a theatre company
- musical events

2 Residential visits

2.1 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. School will use pupil premium money to subsidise these charges. 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.

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 small-group music tuition, since this is an additional curriculum activity, and not part of the National Curriculum. These individual or small-group lessons are taught by peripatetic music teachers. Durham County Council make a charge for these lessons, but 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.