ST. NICHOLAS SCHOOL CHILD OKEFORD

A CHURCH OF ENGLAND VOLUNTARY AIDED PRIMARY SCHOOL

MISSION STATEMENT
Be the best you can be!
I can do all things through God who strengthens me.
Philippians 4:13
Every voice heard, every day a new chance, everyone exploring opportunities.

CHARGING AND REMISSIONS POLICY

POLICY SUMMARY

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 swimming. 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; this policy covers how these contributions are applied and the exemptions.

DATE ADOPTED	REVISION NUMBER	LAST REVIEW	NEXT REVIEW
March 2015	3	February 2019	February 2021

1. **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 some individual or small-group music tuition and swimming.

2. **Voluntary contributions**

(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) 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. The school provides this information on request.

(3) 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:

(i) visits to museums;
(ii) sporting activities which require transport expenses;
(iii) outdoor adventure activities;
(iv) visits to or by a theatre company or artist;
(v) school trips abroad; and
(vi) musical events.

3. **Residential visits**

(1) The school organises residential visits in school time to provide educational experiences directly related to the National Curriculum. We make a charge to cover the costs of the residential visit.

(2) When the school informs parents about a forthcoming visit, it will be made clear that parents who can prove they are in receipt of the following benefits will be exempt from paying the cost of board and lodging:

(i) Income Support (IS);
(ii) Income Based Jobseekers Allowance (IBJSA);
(iii) support under part VI of the Immigration and Asylum Act 1999;
(iv) Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed £16,190; or
(v) the guarantee element of State Pension Credit.

4. **Music tuition**

(1) All children study music as part of the normal school curriculum. We do not charge for this.

(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 and the charges may vary. Parents of children who receive free school meals may apply for reductions. We give parents information about additional music tuition at the start of each academic year.

5. **Swimming**

The school organises swimming lessons for all children in some year groups. These take place in school time. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part. At the moment we ask for a contribution to support this activity. This will be reviewed annually

6. **Sports coaching**

The school offers additional sports coaching after school. Where qualified coaches who are not members of the school staff, run and organise these sessions, we make a small charge for these sessions.

7. **School Uniform**

We provide help with uniform for families in receipt on free school meals.

8. **Loss and Damage to School Property**

Parents of a pupil who damages or loses any item of school property or equipment, including, for example, windows or computer software, are liable for the cost of repair or replacement.

9. **Monitoring and review**

This policy is monitored by the Governing Body, and will be reviewed in two years, or earlier if necessary.