




# St John's Green Primary School

Learn to Live, Live to Learn

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We   
Maths

We are all  
writers ...

We are growing  
our learning 

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## Charging and Remissions Policy

The law on charging in connection with education in maintained schools is set out in the Education Acts. Individual governing bodies are required to determine and keep under review a policy in respect of charging and remission arrangements.

### 1 Introduction

1.1 This policy should be read in conjunction with our vision and other relevant policies such as 'Educational Visits.

1.2 St John's Green Primary School follows the DCSF guidance on charging for school activities.

1.3 All the education we provide during normal school hours is at no charge to children.

### 2 Voluntary contributions

The School wishes to continue with the important work and experience derived from inviting experts and performers into school and participating in off-site visits.

2.1 When organising school trips, events or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. Parents are made aware that all contributions are voluntary, and, if we do not receive sufficient voluntary contributions, we may cancel an event. 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 school provides a payment scheme so that parents can spread the cost over a period of time. 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:

- visits to museums, country parks, wildlife parks;
- outdoor adventure activities;
- visits to or by a theatre company;
- residential school trips;
- musical events, drama workshops, dance workshops.
- materials, books, instruments and other equipment;
- non-teaching staff costs;
- insurance costs;
- the cost of engaging a teacher, specifically for the activity;
- professional fees and travel expenses for visitors e.g. musicians, theatre companies, swimming coaches;
- hire of facilities e.g. swimming pool

### **3 Residential visits**

3.1 At the initial parents meeting for any residential trip it is made clear that we can charge for the costs associated with the trip and that there is support for parents in regard to paying for the trip. Some of this support is universal, for example, spreading the cost over a period of time and some of the support is dependent on the specific circumstances of families, for example, those in receipt of benefits or those with more than one child eligible to attend the trip.

### **4 Optional Extras**

4.1 Charges may be made for some activities that are known as 'optional extras'. This is where the education provided outside of school time that is not part of the National Curriculum. Participation in any optional extra activity will be on the basis of parental choice and a willingness to meet the charges. Parental agreement is therefore a necessary pre-requisite for the provision of an optional extra where charges will be made.

### **5 Music tuition**

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

5.2 We do charge for optional individual music tuition.

### **6 Swimming**

6.1 The school organises swimming lessons for all children. These take place in school time and are part of the National Curriculum. We request parents make a voluntary contribution for this. We inform parents when these lessons are to take place, and we seek the parents' written permission for their children to take part.

### **7 After-school clubs**

7.1 The school offers an extensive range of after-school activities. The school charges for some of these and not others.

### **8 Loss of/ Damage to School Property**

8.1 Parents/Carers may be asked to meet the costs of repair/replacement of school property lost or damaged as a result of a pupil's misbehaviour.

### **9 Unpaid Charges:**

9.1 Those unpaid charges which are legally recoverable will be recouped, together with resultant costs as a civil debt.

### **10 Monitoring and review**

This policy is monitored by the governing body, and will be reviewed regularly