

# Belmont Cheveley Park Primary School



## Charging and Remissions Policy

Last updated: March 2024

Review date: March 2026

## **Introduction**

The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs, practical activities, trips and residential experiences can make towards pupils' personal and social education. The Governing Body aims to promote and provide such activities both as part of a broad & balanced curriculum for the pupils of the school and as additional optional activities.

However, many of these activities have an associated cost and cannot be provided unless voluntary contributions are received or parents are charged for the cost. This policy will set out the circumstances in which charges will or will not be made for school activities and when charges may be waived in order to ensure that all pupils have an equal opportunity to benefit from school visits, curricular and extra-curricular activities.

## **Voluntary contributions for activities as part of the curriculum**

When organising school trips, visits or workshop activities which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the activity. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may, however, have to cancel the activity. 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, the child is still allowed to participate fully in the trip or activity as long as parental consent has been given. If appropriate and funds allow, the school or Friends of The School may pay a proportion of the costs in order to support a visit. Parents have a right to know how each trip is funded. School may also consider, on an individual case-by-case basis, partially funding a trip or experience for children in receipt of pupil premium. Support with payments (weekly/monthly etc.) may also be put in place for parents/carers.

## **Music Tuition**

All children study music as part of the normal school curriculum. We do not charge for this. Extra-curricular musical clubs provided by the school are also without charge. There is a charge for individual or group music tuition if this is not part of the curriculum. This charge is paid either directly to the private tutor or directly to the LA Music Service which provides peripatetic music teachers to teach individuals or small group lessons on the school site. We give parents information about additional music tuition at the start of each academic year. School will cover the cost of this tuition for those children who we are in receipt of pupil premium funding.

## **Optional Extra Activities**

*(Activities which take place wholly or mainly outside school hours and are not required in order to fulfil statutory duties relating to the National Curriculum or to Religious Education)*

It is the governors' policy to charge for such activities organised by the school. The basis for calculating the charge will be proportionate for each participating pupil for travel, board & lodging, materials, books, equipment, entrance fees and insurance. The following is a list of additional activities organised by the school, which may require voluntary contributions from parents. This list is not exhaustive:

- sporting activities which require transport expenses;
- outdoor adventure activities;

- visits to the theatre;
- school trips abroad;
- musical events

*In addition to these activities, there are also many optional extra activities with no charge to parents and carers (i.e. after school clubs, sporting trips linked with the SSP).*

### **Activities not run by the School or LA**

When an organisation acting independently of the school or LA arranges an activity to take place during school hours and parents want their children to join the activity, such organisation may charge parents.

### **Residential Visits**

The school organises an annual residential visit for children. The cost of this trip includes board & lodging, transport, materials, entrance to any sites visited and charges for any activities to be experienced. Voluntary contributions for these trips are requested from parents. If we do not receive sufficient voluntary contributions, we may cancel the activity. School may also consider, on an individual case-by-case basis, partially funding a trip or experience for children in receipt of pupil premium. Support with payments (weekly/monthly etc.) may also be put in place for parents/carers.

### **Swimming**

The school organises swimming lessons for 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.

### **After school clubs**

The school offers a variety of additional clubs after school. Qualified leaders who are not members of the school staff, run and organise some of these sessions, and a small charge may be made for these sessions.

### **Buses**

For many activities, transport is required, and we normally charge. However, we use these charges only to cover the expenses of the trip, and not to make a profit.

### **Breakages & Fines**

The Governors reserve the right to ask parents to pay for the cost of replacing any item such as:

- broken windows
- defaced, damaged or lost textbooks / reading books
- replacement reading or homework diaries
- any item damaged as a result of unsatisfactory pupil behaviour

### **Review**

This policy will be reviewed every two years by the full governing body.