

# PARSLOES PRIMARY SCHOOL

## CHARGING & REMISSIONS POLICY

### 1 Introduction

All education during school hours is free. Parsloes Primary School do not charge for any activity undertaken as part of the National Curriculum.

### 2 Voluntary Contributions

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to pay for the trip. If we do not receive sufficient payment, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any payment. We do not treat these children differently from any others.

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make payment, 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.

The following is a list of additional activities organised by the school, which require payment from parents. These activities are known as 'hardship funds'. This list is not exhaustive:

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to the theatre;
- musical events.

### 3. Residential Trips

If the school organises a residential trip in school time or mainly school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education. However, we do make a charge to cover the costs of the board, lodging and travel expenses. If parents are experiencing financial difficulties they are invited to write in confidence to the Business Manager requesting a reduced payment if they are entitled to Free School Meals.

#### **4 Music tuition**

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

#### **5 Swimming**

All children do receive swimming lessons as part of the normal school curriculum. We do not charge for this.

#### **6 Activities Outside School Hours**

No charge is made for activities that are outside of school hours and are part of the curriculum. However, we may ask for a contribution towards some materials.

#### **7 Damage/Loss to property**

In cases of wilful or malicious damage to equipment or breakages, or loss of school books on loan to children, the Headteacher in consultation with the Governing Body may decide it right to make a charge. Each incident will be dealt with on its own merit and at their discretion.

#### **8 Remissions Policy**

Where parents are experiencing financial difficulty and unable to meet any of the charges of the school, parents can apply in confidence to the headteacher for the remission of charges in part or full. It will be at the discretion of the headteacher to make authorisation of remission.

Last approved by the Governing Body: March 2015

To be reviewed by the Governing Body: March 2016