



POLICY FOR CHARGING & REMISSIONS

1 Introduction

1.1 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 individual or group music tuition.

2 Voluntary contributions

2.1 When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. 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.

2.2 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.

2.3 The following is a list of additional activities organised by the school, which may require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to the theatre;
- visits into Gainsborough or to one of the churches;
- musical events.

3 Residential visits

3.1 If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we do not usually make any charge for the education or travel expenses. However, we do make a charge to cover the costs of board and lodging. Parents who receive state benefits may be eligible for financial support.

4 Music tuition

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

4.2 There is a charge for individual or group music tuition if this is not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons. We make a charge for these lessons. Children in receipt of free school meals receive a 50% fee remission. We give parents information about additional music tuition at the start of each academic year.

5 Swimming

5.1 The school organises swimming lessons for all children in Years 1 to 6. These take place in school time and are part of the National Curriculum. We make no statutory charge for this activity; however we do ask parents for a voluntary contribution to cover the cost of the transport to Gainsborough Leisure Centre. As in section 2, all children will receive swimming lessons regardless of any voluntary contributions made or not made by their families. We inform parents when swimming lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

6 Specialist / Extra Curricular Tuition

6.1 The school may offer additional specialised sports coaching or musical tuition in the form of an extracurricular club or in school time. A suitably qualified coach/teacher, who is not a member of the school staff, will run and organise these sessions. We may make a small charge for these sessions to cover the costs of hiring the trainer.

7. Review

This policy is monitored by the governing body and was reviewed by the Finance and Health and Safety Committee. It was agreed by the full Governing Body in October 2016. It will be reviewed in the **Summer Term 2017** or earlier if necessary.