

Charging and Remissions Policy

Rationale

At Eastwood Primary School and Nursery this charging and remissions policy describes how we will do our best to ensure a good range educational visits, visitors and activities is offered and, at the same time, try to minimise the financial barriers which may prevent some children taking full advantage of the opportunities.

Charging:

Day and part day educational visits and visiting groups (e.g. theatre groups) or speakers who may charge the school for their services.

When organising school educational visits or visitors, which enrich the curriculum and educational experience of the children, the school, may on occasion, invite parents/carers to contribute to the cost of the event. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel the educational visit. If an educational visit goes ahead, it may include children whose parents/carers have not paid any contribution. We do not treat these children differently from any others. The cost of any event will not exceed the actual cost divided equally among the pupils participating. Sometimes the school pays additional costs in order to support the visit. Parents/carers have a right to know how each educational visit is funded. The school provides this information on request. The school can use Pupil Premium funding for these activities.

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, theatres or historical sites;
- sporting activities, which require transport expenses, including outdoor adventure activities;
- school clubs organised by the School Sports Partnership (SSCo);
- musical or special events or groups in school.

Residential Visits within school time. The cost of educational activities and travel may be covered by voluntary contributions as above. However the cost of board and lodging may be charged for. For children in receipt of pupil premium funding the school may fund part of the visit. If parents or carers are experiencing financial difficulty, they are invited to write in confidence to the Head Teacher.

Residential visits outside school time. Parents/carers will be charged for the full cost of the visit. Charges may be waived or reduced for children in receipt of pupil premium. If parents or carers are experiencing financial difficulty, they are invited to write in confidence to the Head Teacher.

In all cases where events are cancelled due to lack of support, monies already paid will be returned to the payee.

Classroom materials.

No charge is made for materials and equipment.

Instrumental music tuition.

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

When tuition is available, 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 and we may make a charge for these lessons. If parents or carers are experiencing financial difficulty, they are invited to write in confidence to the Head Teacher.

Swimming

The school organises swimming lessons. These take place in school time and are part of the National Curriculum. We make no charge for this activity.

Optional activities outside of the school day

We may charge for optional activities provided outside of the school day by external football clubs, Rugby clubs etc. A charge will be made for the extended school activities, e.g. Breakfast Club and After School Club.

Losses and damages

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

Remissions:

At Eastwood Primary School and Nursery, in order to remove financial barriers from pupils, the governing body has agreed that some activities and visits, where charges can legally be made, will be offered at no charge or a reduced charge to parents/carers in particular circumstances. This remissions policy sets out that circumstances in which such charges will be waived.

Where the parents/carers of the child are in receipt of state benefit, or have received state benefit in the last 6 years that would entitle their child to free school meals, the governing body will remit 50% of the board and lodgings and transport for any residential activity which takes place in school time.

In other circumstances the Governing body will invite parents/carers to apply in confidence to the headteacher for the remission of charges in part or full.

The headteacher in consultation with the Chair of Governors will make the authorisation of remission.

Additional considerations:

- We have an established system to all parents to pay in instalments
- When an opportunity for an educational visit arises at short notice it will be possible to arrange to pay by instalments beyond the date of the trip
- Where possible, especially for residential visits, we will aim to give as much notice as possible
- We acknowledge that offering opportunities on a 'first pay, first served' basis discriminates against pupils from families on lower incomes and we will avoid that method of selection where-ever possible.

Disability Equality Impact Assessment

This policy has been written with reference to and in consideration of the school's Disability Equality Scheme. Assessment will include consideration of issues identified by the involvement of disabled children, staff and parents and any information the school holds on disabled children, staff and parents.

Written by R. Perman Approved by Governing body September 2018 Reviewed September 2019
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