Charging and Remission Policy

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

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 musical tuition. The purpose of this policy is to ensure that, during the school day, all children have full and free access to a broad and balanced curriculum.

Calculating charges
When charges are made for any activity, whether during the day or outside the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating. The principle of best value will be applied when planning activities that incur costs to the school and/or charges to the parents.

Voluntary Contributions
The governing body reserves the right to make a charge in the following circumstances for activities organised by the school:

- **Residential**
  Board, lodgings and transportation charges will apply to residential activities which take place during school hours. This may be subsidised using pupil premium funding or by the school.

- **Activities During and Outside School Hours**
  When organising school trips or events which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip or event. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel the trip or event. If a trip or event goes ahead, it may include children whose parents have not paid any contribution and 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 a voluntary contribution, we do allow the child to participate fully in the trip or event. Sometimes the school pays additional costs in order to support the visit or event. This may also be subsidised using pupil premium funding.

- **Instrumental Tuition**
  All children study music as part of the normal school curriculum. We do not charge for this. There is a charge for individual or group musical instrument tuition if this is not part of the national curriculum. The peripatetic musical instrument teacher teaches individual or small group lessons. We make a charge for these lessons to cover the cost of insurance, loss and repairs to instruments.
**Extended School**
Parents are charged for the use of the service to cover costs of staffing, food and resources.

**Early Years Nursery Charges and Additional Hours**
All 3 and 4 year old children are entitled to 15 government funded hours. ‘Working families’ may also be eligible for 30 hour places and need to apply through the government’s online childcare service. Additional hours may be available to parents who are not eligible for 30 hour places and will be charged at £7.50 per hour.

**Remissions**
Where the parents of a pupil are in receipt of Income Support, Child Tax Credit (less than £16,190 per annum), Universal Credit and State Pension Credit, the governing body will offer to remit in full or in part the cost of full board and lodgings for any residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the national curriculum.

The governing body may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardships. When arranging a chargeable activity such parents will be invited in confidence for the remission in full or in part.

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