



## **Marston Montgomery Primary School**

### **Charging and Remissions Policy**

Policy written – January 2015

To be reviewed – January 2017

**Marston Montgomery Primary School**

Policy approved – January 2015

Chair of Governors (Signature): Doreen Hall

Policy approved –

Chair of Governors (Signature): \_\_\_\_\_

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# **Marston Montgomery Primary School**

## **Charging and Remissions Policy**

### **Introduction**

All education during school hours is free. We do not charge for any activity taken as part of the National Curriculum with the exception of individual or group music tuition.

### **Voluntary Contributions**

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 enough 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 any 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, where possible we will allow the child to participate fully in the trip or activity. Sometimes the school may cover the costs of one or more pupil's visits depending on the cost. Parents have a right to know how each trip is funded and the school provides this information on request whilst maintaining confidentiality

The following is a list of additional activities organised by the school, which requires voluntary contributions from parents. This list is not exhaustive:

- Visits to museums
- Sporting activities which incur transport expenses
- Outdoor adventure activities
- Theatre visits
- Musical events

### **Residential Visits**

Residential visits organised during school time are charged at the full cost of board, lodgings, activities and transport. These are voluntary contributions but if the school does not receive enough voluntary contributions we may cancel a trip.

Residential visits organised out of school time are charged at the full cost of board, lodgings, activities and transport. These are not voluntary contributions and the school can not contribute to these costs.

### **Music 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 tuition which is not part of the National Curriculum. As part of the music National Curriculum we take part in the Music Partnership and Year three pupils learn an instrument as a part of this. This tuition is free because it is part of the curriculum.

The peripatetic music teachers teach individual or small group lessons. They make a charge for these lessons. We give parents information about individual music tuition when it is available.

### **Swimming**

The school organises swimming lessons for all Key Stage 2 children. These take place in school time and are part of the National Curriculum. We make no charge for this activity.

### **Sports Activities**

After school sports clubs are provided by an external company, these are charged at the full price by the companies providing the activities.

The school participates in additional sports tournaments after school. We do not charge for these.

### **Travel**

We normally charge children if they are transported in a minibus or coach to an extra-curricular activity. However, we use these charges only to cover the expenses of the trip and do not make a profit.

### **Lettings**

We charge a fee for letting of the school premises after school and during the school holidays.

If the governors deem necessary they have taken the decision to waive the fee if the benefit to the school is greater than the cost.

### **Support Available**

When we inform parents about a forthcoming residential visit, we will make it clear that parents who can prove they are in receipt of the following benefits will be exempt from paying the cost of board and lodging:

- Universal Credit in prescribed circumstances
- Income Support (IS);
- Income Based Jobseekers Allowance (IBJSA);
- support under part VI of the Immigration and Asylum Act 1999;
- Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed £16,190 (financial year 2013/14);
- the guarantee element of State Pension Credit;
- an income related employment and support allowance that was introduced on 27 October 2008.