

URSULA TAYLOR C OF E SCHOOL



CHARGING AND REMISSIONS POLICY

School Visits

We provide a creative and enriched curriculum for children in our care and it is recognised that educational visits enhance teaching and learning. Where education is provided wholly or mainly during school hours, it should be free. It is therefore not possible to levy a *compulsory charge* for transport or admission costs for visits to museums, zoos, historical sites etc. during school hours.

However, without financial support, the school would not be able to provide the quality and number of educational experiences we plan to provide for our children.

Parents/carers are therefore asked for a voluntary contribution towards the cost of visits which incur expenditure due to transport and any admissions fees.

- Every effort is made to keep the costs reasonable and most activities are subsidised by the school budget.
- Charges are based on actual costs incurred,
- The total is divided by numbers of children attending.
- Pupils of parents who are unable or unwilling to contribute will not be discriminated against.
- Parents / carers who pay the full amount are NOT subsidising other pupils (see below)
- Where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, the activity will be cancelled.

Remissions

- Pupils who are in receipt of Free School Meals, or have been in receipt of Free School Meals in the last six years, will be subsidised by the school's pupil premium.

Residential Trips

- The annual residential experience for our Year 4 and Year 6 children is subsidised by the school through applications for funding where possible.
- We are permitted to charge for the cost of board and lodging during residential school trips.
- Parents are provided with ample time to pay via instalments to help spread the overall cost.
- Parents who have more than one child in Year 4 / Y6 wishing to attend, or who are experiencing financial difficulties, may approach the school to be considered for additional support (see Remissions below)
- If there are insufficient contributions to make up the shortfall, the residential trip will be cancelled.

Remissions

- Pupils who are in receipt of free school meals, or have been in the last six years, may receive a discount through the school's pupil premium.
- Any remissions must be authorised by the head teacher following a request by the parents / carers.

Policy updated: September 2019

Review Date: September 2021