



## Charging and Remissions Policy

# Kingsway Community Primary School

Agreed by the Governing Body in October 2019

Chair of Governors	Helen Rufus
Headteacher	Sharon Byrne

The Head teacher and Governing Body recognise the value of providing a wide range of experiences to enrich and extend pupils' learning and to contribute to their personal development. Kingsway Community Primary School aims to promote and provide such experiences for the pupils of the school, both as part of a broad and balanced curriculum and as additional optional activities.

1.2 All education during school hours is free. Kingsway Community Primary School do not charge for any activity undertaken as part of the National Curriculum with the exception of individual or group music tuition and swimming lessons.

1.3 Activities in our school for registered pupils will be free of charge if the activities take place during school hours, with the exception of school trips, swimming, the purchase of recorders and music and instrumental lessons, where contributions will be requested. However, there is no obligation to contribute and no pupil will be omitted from the activity, but it will be necessary to have substantial voluntary contributions in order that the activity takes place. If necessary an activity may be cancelled if there are not enough voluntary contributions to sustain it as an enrichment option.

The governors may at any time review this policy in view of other activities.

## **2. DEFINITIONS**

2.1 When organising school trips or visits which enrich the curriculum and educational experience of the children, the school asks 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 will make every effort to allow the child to participate fully in the trip or activity. In cases of hardship the school may pay 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 require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- Visits to museums, exhibitions or places of importance;
- Experts visiting school for theme days
- Sporting activities and events;
- Outdoor adventure activities;
- Visits to the theatre or cinema;
- Musical tuition.

- Cooking;
- Design Technology products.

### **3. RESIDENTIAL VISITS**

3.1 If the school organises a residential visit in school time a charge is made for the accommodation and transport and the cost of specialist staff engaged in the activity or visit

### **4. MUSIC TUITION**

4.1 There is a charge for individual or group music tuition if this is not part of the National Curriculum, even if such tuition takes place during school hours. Where appropriate peripatetic music teachers teach individual or small group lessons and there is a charge for these lessons.

4.2 Parental agreement and a signed contract will be obtained before the tuition is provided.

### **5. SWIMMING**

5.1 The school organises swimming lessons for all children in from Year 3 to Year 6. Each year group swim for one term as part of the National Curriculum which requires pupils to achieve 25 metres in distance by the end of Key Stage 2. There is a charge for swimming as without it the costs would be prohibitive.

### **6. AFTER SCHOOL CLUBS**

6.1 We host a number of clubs after school from external providers for which there is a charge. Prices are agreed by the Head teacher.

### **7. INGREDIENTS OR MATERIALS FOR PRACTICAL SUBJECTS**

7.1 Parents and carers are encouraged to provide ingredients, materials etc. for occasional practical lessons.

Alternatively, the school may ask for a voluntary contribution towards the cost.

### **8. LOST SCHOOL EQUIPMENT, BOOKS ETC**

8.1 Parents and carers will be expected to pay for the cost of lost items of school property and equipment awarded to children, including books. This list is not exhaustive.

### **9. BREAKAGES AND DAMAGES TO SCHOOL BUILDINGS AND PROPERTY**

9.1 Parents and carers will be charged for any damage and any replacements needed, caused as a result of a pupil's behaviour.