

**Broad Oak
Primary
School**



CHARGING & REMISSIONS POLICY
September 2016

Attitude

Behaviour

Courage

Determination

Enthusiasm

Friendship

Resilience

Broad Oak Primary School Charging & Remissions Policy

Introduction

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 music tuition.

Voluntary contributions for activities as part of the Curriculum

When organising school trips, visits or workshop activities, which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the activity. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel the activity.

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, the child is still allowed to participate fully in the trip or activity as long as parental consent has been given.

If appropriate and funds allow, the school or FOB may pay a proportion of the costs in order to support a visit. Parents have a right to know how each trip is funded.

Music Tuition

All children study music as part of the normal school curriculum. We do not charge for this. Extra-curricular clubs such as choir are also without charge.

There is a charge for individual or group music tuition if this is not part of the National Curriculum.

This charge is paid directly to Manchester Music Services / or contracted provider who provide a peripatetic music teacher to teach individuals or small group lessons on the school site or to the teacher directly. We give parents information about additional music tuition at the start of each academic year.

Swimming

The school organises swimming lessons for one-year group of children. Lessons take place in school time and are part of the National Curriculum. We do not ask for a voluntary contribution for this. We inform parents when these lessons are to take place and we ask for their written permission for their child to take part in these.

BROAD OAK PRIMARY SCHOOL CHARGING & REMISSIONS POLICY Optional Extra

Activities

(Activities that take place wholly or mainly outside school hours and are not required in order to fulfil statutory duties relating to the National Curriculum or to Religious Education)

It is the governors' policy to charge for such activities organised by the school. The basis for calculating the charge will be proportionate for each participating pupil for travel, board and lodging, materials, books, equipment, entrance fees and insurance.

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

- sporting activities which require transport expenses;
- outdoor adventure activities;

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- visits to the theatre;
- residential school trips;
- musical events

Activities not run by the School or Local Authority

When an organisation acting independently of the school or Local Authority arranges an activity to take place during school hours/before/after school and parents want their children to join the activity, such organisations may charge parents.

Residential Visits

The school plans to organise two annual residential visits, one for Year 5 and one for Year 6 children. The cost of these trips includes board and lodging, transport, materials, entrance to any sites visited and charges for any activities to be experienced.

A non-residential trip is also planned/organised for children not wishing to stay away from home.

The cost of these trips will be based on travel costs, entrance to sites, materials and charges for activities experienced. The governors' policy is for the school to cover the cost of any additional teacher time necessary to lead the trip or subsequent follow up work.

Where available, sponsorship will be provided for children of families on forms of income support or in special circumstances to enable them to take part in the option of their choice. This is stated clearly on letters and is dealt with discretely and in confidence by the Headteacher. Parents will be given the option of a payment plan to spread the costs of residential visits.

Charging in Kind

The cost of ingredients, materials, equipment etc. needed for practical subjects such as food technology or DT is budgeted for and borne by the school. However, the school may charge for or require the supply of ingredients and materials if the product is to be owned and taken home by the child afterwards e.g. food products, models containing electrical equipment or batteries. The school will inform parents prior to activities, giving them the choice to pay for materials or purchase their own materials for the activity.

Breakages and Fines

The Governors reserve the right to ask parents to pay for the cost of replacing any item such as:

- broken windows
- defaced, damaged or lost text books
- replacement reading books
- any item damaged as a result of unsatisfactory pupil behavior.

Special Needs

The governing body confirms that no pupil with special needs or disabilities will be treated any differently than any other pupil. The school will take all reasonable steps to avoid putting children with special needs at a substantial disadvantage.

Legislation

Education Act 2006, section 457.

Review

There will be an annual review of this policy by the full governing body. Policy reviewed: Summer 2014

Agreed by governors:

Agreed by staff:

Next review date: Summer 2018