



Berwick
St Mary's
CE First School

Achievement - Creativity - Endeavour

Charging & Remissions Policy

Document monitoring and evaluation

This policy has been officially adopted by the Governing Body.

Version History		
Version	Date	Description
Initially adopted	June 2016	Adopted by Governing Bodies
Update	June 2018	Updated
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Update	Sept 2021	Updated
Update	Sept 2022	Updated - NCC Guidance
Update	Sept 2023	Updated

Approval & Authorisation			
	Name	Job title	Date
Approved by	Gary Hilton	Head Teacher	Sept 2023
Approved by	Joyce Guthrie	Chair of Governors	Sept 2023
Date of next review			Sept 2024

Charging & Remissions Policy



Introduction

All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum, with the exception of some individual or small-group music tuition.

Voluntary contributions

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. 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.

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 activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded, and the school provides this information on request.

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;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to or by a theatre company;
- school trips abroad;
- musical events.
- residential visits

If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education or travel expenses. However, we do suggest a charge to cover the costs of board and lodging. If we cannot raise sufficient funding through these charges, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

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 small-group music tuition, since this is an additional curriculum activity, and not part of the National Curriculum. These individual or small-group lessons are taught by peripatetic music teachers. We make a charge for these lessons, but parents in receipt of state benefits are charged and then reimbursed at the end of these lessons. We give parents information about additional music tuition at the start of each academic year.

Swimming

The school organises swimming lessons for all children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for the swimming lessons but we do ask parents for a contribution towards the cost of transport and swimming instructors.

This policy will be reviewed regularly and adjusted accordingly.