



Charging & Remissions Policy

September 2021

Reviewed: September 2021
Ratified by Governors: November 2021
Review: Every Year
Date of Next Review: September 2022

Coordinator		Nominated Governor	
Headteacher		Date	
Chair of Governing Body		Date	

Introduction

The Governing Body of Parkwood Primary recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education.

The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum. There are charges for individual or group music tuition as well as guests or groups coming to the school to complement an area of the curriculum the children are working on, or for entertainment purposes such as pantomime.

Charges

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 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. 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 The Theatre
- Musical Events

If the school organises a residential visit in school time or mainly 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 make a charge to cover the costs of board and lodging. Parents who receive state benefits are exempt from payment – please refer to the Remissions paragraph.

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 music tuition if this is not part of the National Curriculum. Peripatetic music teachers teach individual or small group lessons. We make a charge for these lessons. Parents in receipt of state benefits are exempt from payment. We give parents information about additional music tuition at the start of each academic year.

The full cost of out of school clubs is charged to all pupils on a pro rata basis.

Remissions and Concessions

The school will give consideration to the remission of charges to parents or carers who receive the following support payments:

- Universal Credit
- Support under Part VI of the Immigration and Asylum Act 1999

Children who receive these payments are also entitled to free school meals. Parents who are eligible for the remission of charges will be dealt with confidentially.

The Governing Body may wish to remit in full, or in part, the cost of other activities for particular groups of children, for example, in the case of family hardship or pupil premium eligibility. When arranging a chargeable activity such parents will be offered, in confidence, full or partial remission of charges. Authorisation for such remission will be made by the Head teacher in consultation with the Chair of Governors.