

Abbotswood Primary School Charging and Remissions Policy

1 Introduction

1.1 At Abbotswood School, we endeavour to give the children as many different experiences as possible in an effort to aid learning and understand the world in which they live. Some form of visit or trip, or an invitation to an outside agency to give a display, presentation, performance or specialist workshop is encouraged every term into school. 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 some individual or small-group music tuition.

2 Voluntary contributions

2.1 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 or activity.*** 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 child is a pupil premium child they will receive 50% of any school trip which will be paid for by pupil premium.

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 may 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.

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 and galleries
- visits to music recitals and the opera, theatre or ballet;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits by a theatre company, puppet shows, poets, science projects, architecture workshops, resident artists, dance and drama workshops;
- musical events.

3 Residential visits



- 3.1** 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 ask for voluntary contributions towards the education and travel expenses. However, we do make a charge to cover the costs of board and lodging. Parents who receive state benefits may receive concession on payment after discussion with the Headteacher. Added teaching or teaching assistant costs such as supply costs are not charged. All trips are charged to parents/carers at cost. If a child is a pupil premium child they will receive 50% of the cost of the total of the trip.

4 Calculating charges

- 4.1** When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating. There will be no levy on those who can pay to support those who can't or won't. Support for cases of hardship will come through voluntary contributions and fundraising.

Parents who would qualify for support are those who are in receipt of eligible benefits.

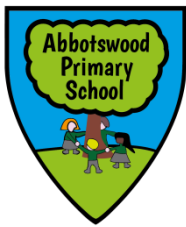
The principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents.

5 Extended Services

- 5.1** There will be a charge made for childcare services which extend beyond the normal school day.
- 5.2** Breakfast Club shall run between 7.45am and the start of the school day. The cost shall cover supervision & food. Children who are eligible for pupil premium will be allowed to attend without charge.
- 5.3** After School Club will run between 3.15pm & 5.45pm and will be charged per pupil.
- 5.4** Charges for Breakfast Club & After School Club should be paid online in advance. Parents may use Government childcare vouchers.

6 School Dinners

- 6.1** The cost of school dinners will be determined by the School as the catering provider.
- 6.2** Dinners should be paid for online in advance. Pupil balances will be checked weekly and any pupil with a balance greater than 1 week's dinners will be contacted via text message to advise that the balance needs to be cleared before more dinners can be taken. If more are ordered a further text will be sent requesting a packed lunch is sent



in. Reminder texts are sent if the balance remains outstanding. If there is no response from parents then SBM will call and discuss the outstanding balance with parents & if necessary set up a payment plan.

7 Music tuition

- 7.1** All children study music as part of the normal school curriculum. We do not charge for this.
- 7.2** There is a charge for individual or small-group music tuition, when available, 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 may receive concession on payment after discussion with the Headteacher. We give parents information about additional music tuition if it is available at the start of each academic year.

8 Swimming

- 8.1** The school organises swimming lessons for all children during their time in Key Stage 2. These take place in school time and are part of the National Curriculum. We therefore make no charge for this activity. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part.

9 Activities

- 9.1** The school (occasionally) offers additional activities after school. A qualified adult, who is not a member of the school staff may organise and run these sessions. We may make a small charge for these sessions.

10 Monitoring and review

- 10.1** This policy is monitored by the governing body, and will be reviewed every year.

11 Remissions

- 11.1** Where the parents of a pupil are in receipt of pupil premium money, the Governing Body will, on request, remit in full the cost of board and lodging for any residential activity that it organises for the pupil if the activity is deemed to take place within the school hours or where it forms part of the syllabus for the National Curriculum. In other circumstances, there may be cases of family hardship, which makes it difficult for pupils to take part in particular activities for which a charge is made.



ABBOTSWOOD PRIMARY SCHOOL

Together We - **AIM HIGH: BELIEVE + ACHIEVE**

Executive Headteacher : Mr Rob Cockle
Head of School : Mrs Sarah Willoughby

When arranging a chargeable activity, the Governing Body will invite parents to apply in confidence for the remission of charges in part or full.

The Head Teacher in consultation with the Chair of Governors and the Governing Body will make authorisation of remission.

N.B. The funds available for remissions are very limited so that activities, which would overstretch the remission budget, may have to be cancelled.

Approved by Full Governing Body

Date – 11th March 2024