



# **Netherbrook Primary School Charging and Remissions Policy**

Policy Created: September 2018

Policy Reviewed:

1. September 2019
2. September 2020
3. September 2021

Next review: September 2022

# Netherbrook Primary School

## Charging and Remissions Policy



### 1 Introduction

- 1.1 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.

### 2 Voluntary contributions

- 2.1 When organising school trips, visits or visitors into school, that enrich the curriculum and educational experience of the children, the school invites parents to make a voluntary contribution to the cost of the trip. All contributions are voluntary and only make up a percentage of the full cost of the visit. The remainder of costs is made from School Funds. If we do not receive sufficient voluntary contributions, we may cancel a trip. Parents/carers will be advised of the following statement when a request for a voluntary contribution is made:

*The Education Act requires us to point out that the cost as stated is a voluntary contribution and no child will be excluded from the visit if they do not pay. However, if insufficient contributions are made and costs not covered then the visit will be cancelled and monies returned.*

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 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;
- educational visits to support topic work in each year group
- school twinning activities
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to the theatre;
- school trips abroad;
- musical events;
- theatre groups or actor/presenters for additional curriculum enhancement
- after school sports

### 3 Residential visits

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 ask for a contribution towards the cost of travel expenses, and to cover the costs of board and lodging.

Residential trips taken out of school time are charged at the full cost and places are given on a first come first served basis. Parents who are experiencing financial

difficulties may seek a place for their child and full costs can be met from school funds in appropriate cases.

#### **4 Music tuition**

**4.1** All children study music as part of the normal school curriculum. We do not charge for this.

**4.2** There is a charge for individual or group music tuition if this is not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons. Payment is made by the school and income is collected from parents on a termly basis. There is a subsidy for Pupil Premium of 50%. We give parents information about additional music tuition at the start of each academic year.

#### **5 Swimming**

**5.1** The school organises swimming lessons for Year 4 children. These take place in school time and are part of the National Curriculum. We request a percentage, voluntary contribution towards transport and pool hire. The balance of the costs, are met from school funds. All children take part whether they contribute or not. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

#### **6 Sporting Activities**

**6.1** The school offers additional sports coaching after school. These clubs are run by qualified coaches who are not members of the school staff. The coaches who organises these sessions, make a small charge.

#### **7 School Photographs**

Each year the school arranges for an outside photographer to take individual and family group photographs for parents/carers to purchase. The pupils are sent home with a proof photograph and order form which includes a price list. Parents/carers can then decide if they wish to purchase photographs directly from the agency or through school. The school acts as intermediary only. Parents/carers are under no obligation to purchase any photographs and can retain the proof print included with the order form.

#### **8 Freedom of Information Act**

Please refer to our current Publications Scheme via the school website [www.netherbrook.dudley.gov.uk](http://www.netherbrook.dudley.gov.uk) or on request from the school office.

#### **9 Charitable Organisations**

The school encourages all pupils to take part in raising funds for charitable organisations which may be in the form of non-uniform days or sponsoring. This is purely on a voluntary basis and all the funds we raise for charities are paid directly to the organisation by the school and parents/carers are notified of the amounts raised

through our newsletters and on our website. Some of the organisations we have supported are as follows:

- Children in Need
- Comic Relief
- Sports Relief
- NSPCC
- Poppy Appeal
- MacMillan

#### **10 Early Years Fund**

Parents/carers of pupils in Reception and Key Stage One are asked to make a voluntary contribution of 50p per week per child payable each week. The fund is used primarily to provide healthy snacks and drinks for each pupil on a daily basis, and extra resources for the pupils in Reception and Key Stage One.

#### **11 Breakfast Club**

A Breakfast and After School Club is provided for children of working parents from 7.30 am and to 5.50 pm. This is run and managed by an external company (Netherbrook Acorns).

#### **12 Staff-run Clubs**

The teaching staff run a number of clubs for which there is a small charge, to purchase resources or to assist with club visits, others are run with no charge. A nominal amount may be asked to cover the cost of refreshments but these are often met from school funds.

#### **13 Other out of school activities**

Activities run outside school hours but using school premises such as Rainbows, Brownies Guides and a variety of local football clubs are charged appropriately by those responsible. The school makes a charge for use of the facilities. Please see our Lettings policy.

Signed: *P Rawlings*

**Review date: September 2021**

**Date of next review: September 2022**