

Guilden Sutton Church of England Primary School



'Love and Justice for All'

'And what does the Lord require of you? To act justly and to love mercy and to walk humbly with your God.'
Micah 6:8.

*through the teachings of Jesus all can flourish spiritually, emotionally and academically throughout life,
living out love and justice for all.*

Charging and Remissions Policy 2023 - 2024

Staff member responsible	Mrs T. Rainford
Governor/Other responsible	Mr. D Hughes
Date of Policy	October 2023
Reviewed	Annually

1. 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.

2. Voluntary contributions

- When organising educational visits, which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the visit. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a visit. If an educational visit goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others. Pupil Premium funding is used to pay for those children in receipt of the grant.
- If a parent wishes their child to take part in an educational visit or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the 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
 - baking
 - sporting activities which require transport expenses
 - outdoor adventure activities
 - visits to or by a theatre company
 - educational visits
 - musical events

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 not make any charge for the education. However, we do make a charge to cover the costs of board, lodging and travel expenses. This is with the exception of pupils whose parents are receiving: Income Support; Income-based Jobseeker's Allowance; Support under part VI of the Immigration and Asylum Act 1999; or Child Tax Credit and an income related employment and support allowance. Since April 2003 the eligibility criteria that entitle families to an exemption from paying for the cost of board and lodging on residential visits have been aligned with free school meals eligibility criteria. The Headteacher will inform all parents of the right to claim free board and lodging if they are receiving these benefits. If parents are experiencing financial difficulty, they are invited to contact the Headteacher in confidence.

4. 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 group music tuition if this is not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons. They make a charge for these lessons. If parents are experiencing financial difficulty, they are invited to contact the Headteacher in confidence. We give parents information about additional music tuition at the start of each academic year.

Any family in receipt of the pupil premium grant will not be charged for such music tuition.

5. Swimming

- The school organises swimming lessons for all children in Years 3, 4, 5 and 6. These take place in school time and are part of the National Curriculum. We make no charge for this activity but we do ask for a voluntary contribution from parents to cover the cost of transport. We inform parents when these lessons are to take place, and we ask parents to give consent via School Spider for their child to take part in swimming lessons.

6. Extracurricular activities

- The school offers additional activities before or after school on a number of occasions throughout the year. If the club is run by school staff then no charge is made unless a small charge is needed to cover the cost of purchasing materials e.g. ingredients. If a qualified coach, who is not a member of the school staff runs an after-school club a charge will be made for these sessions and is paid directly to them.

7. Other monies handled by school.

Dinner Money

Charges for school meals follow the requirements of the Local Authority and a sum is paid from the school budget to Edsential to meet the costs of their services. Parents may pay weekly, monthly or termly for meals to be taken. When arrears occur then the school informs parents by electronic message of the amount owing and a request that this should be paid. The school will always take reasonable steps to settle the matter with a family as the wellbeing of the child will be a priority. In extreme circumstances, we reserve the right to no longer provide any further meals, to contact social services regarding a child's welfare and to refer the matter to the county legal department to issue a demand for payment.

Children in Reception class, Year 1 and Year 2 are entitled to free school meals as part of a government initiative.