



Vernham Dean Gillum's Primary School

Charging and Remissions Policy

1 Introduction

All the education we provide during normal 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 school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents and carers 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 or carers 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 and carers 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;
- musical events.

3 Residential visits

If the school organises a residential visit in school time, or mainly in school time, attendance is optional and the purpose of the visit is for personal development and curriculum enrichment. The full cost of this trip is charged to the parents. If parents are experiencing financial difficulty they are invited to write in confidence to the headteacher.

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. These individual or small-group lessons are taught by peripatetic music teachers and we make a charge for these lessons. If parents are experiencing financial difficulty they are invited to write in confidence to the headteacher.

We give parents information about additional music tuition at the start of each academic year.

5 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 this activity. We inform parents when these lessons are to take place, and we seek the written permission of parents for their children to take part.

6 Clubs

The school sometimes offers additional after school clubs run and organised by qualified coaches/teachers who are not members of the school staff. We may make a small charge for these sessions.

7 Lettings

It is the school's policy not to let the premises as we do not have appropriate rooms or equipment.

If however, letting of the premises should occur, then the charging policy would conform to HCC guidelines.

8 Data Protection and Freedom of Information

The school has adopted the following policy;

To charge the statutory maximum fee in respect of a request made under the Data Protection Act 1998.

To charge a fee not exceeding the cost of supply in respect of a request made under the Education (Pupil Information) (England) Regulations 2000; and

To charge a fee, in accordance with relevant regulations, in respect of a request made under the Freedom of Information Act 2000