

THE MEADOWS PRIMARY SCHOOL
Charging and Remissions Policy



Introduction

The Meadows Primary School is a maintained school and as such the education provided to its pupils is free of charge, where this takes place wholly or mainly during school hours or is required by the National Curriculum. (The lunch break does not fall within school hours.)

Educational Visits

At various times during the school year, we may arrange educational visits to enrich the children's learning, knowledge and understanding, and to enhance their social and personal development. In order for these to take place, it may be necessary to request a voluntary contribution from parents towards the cost of the visit, however, all such requests will make it clear that there is no obligation to contribute.

If a trip is planned mainly within school hours, i.e. 50% or more of the trip, including transport time, is within school hours, parents may be invited to contribute, but no pupil will be excluded from the trip because their parents have not contributed.

Charges made to parents will not exceed the actual cost of the activity, for example, cost of transport, admission or participation in an activity, online payment fees or to raise additional funds to cover any short fall caused by parents opting not to contribute, although there is nothing to prevent other parents making a voluntary contribution over and above that cost. Pupils will not be treated differently according to whether or not their parents/carers have agreed to make a voluntary contribution, however, if insufficient funds are collected, the school reserves the right to cancel a visit. This will only occur where all other avenues of funding have been exhausted ie; donations from PTA or an external source.

Educational visits that take place outside school time

Visits that take place outside school hours are described as "optional extras" and the school may charge for participation. Examples would include an educational visit taking place wholly in the school holidays or during the weekend. For instance, a three day residential outward bound course from Friday afternoon to Monday lunchtime would be more than 50% outside school time, and it would be possible to charge. Any visit which has more than 50% of its total duration outside school hours should be considered as an "optional extra". In calculating whether a non-residential activity falls in this category, the duration of the visit is calculated by taking the duration of the activity together with any time spent on travel if the travel occurs during school hours.

Where a teacher or other employee employed at the school accompanies an educational visit which is an "optional extra", it will not be possible to include their expenses in the charge made to pupils unless the teacher or other employee has been issued with a separate contract for participation in the visit.

Board and lodging on residential visits

Charging is permitted for this element only, (other costs, such as transport etc., may be financed by voluntary contribution or from other sources). If the visit is wholly or mainly in school hours, children whose parents are in receipt of certain benefits, may be entitled to the remission of these charges (see below). The cost involved will be met from the school's resources. Governors will determine and finance the school policy and any remissions in addition to those required by law.

Remissions

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 do not make any charges for the education but will charge for travel expenses and will make a charge to cover the costs of board and lodging. Parents who are in receipt of certain state benefits may be exempt from payment. Please see the Head Teacher for further details.

Children for whom the school receives Pupil Premium funding will also be eligible to subsidies for certain activities ie: Breakfast Club; music lessons; after school clubs; residential visits.

Extra Curricular Activities delivered by external providers

The school plays host to a number of external providers who deliver a variety of extra curricular activities outside school hours ie: after school; school holidays. Any charges levied by these providers for participation in activities are payable directly to the provider concerned. The school receives a Letting Fee from these providers for hire of school facilities, therefore, any arrangements for children to take part should be made directly with the provider concerned.

Music Tuition

Whole class music lessons are delivered by school staff alongside Teachers from the Lincolnshire Music Service as part of the National Curriculum and is provided free of charge to pupils. Additional individual instrument tuition is available to purchase from the Lincolnshire Music Service or an independent Music Teacher who visits the school on a weekly basis. Payment and arrangements for individual instrument tuition is made directly to the Music Teacher or the Lincolnshire Music Service, who also offer a remission to families in receipt of certain qualifying benefits.

Swimming

Children in Key Stage 2 take part in swimming lessons as part of the National Curriculum, therefore, no charge is made for swimming tuition. The school requests a voluntary contribution from parents towards the cost of transport to and from the school. No child will be excluded from this activity or treated differently if their parent does not make a contribution.

Charging Parents for breakages and damage to school property

The school may ask parents to pay a voluntary contribution towards the cost of replacing damaged or broken school property/resources or a defaced, damaged or lost textbook etc. where this is the result of a pupil's behaviour.

Review

This policy was reviewed by the full Governing Body at their meeting of 7th October 2020. It will continue to be reviewed bi-annually and otherwise in line with changes to legislation and good practice.