



*As a community, including children, staff, parents and governors, we seek to encourage the faith and educational journey of all our members.  
We exist to identify the spiritual, academic, physical and professional needs of the children and staff, enabling them to affirm, support and develop each other in the spirit of Jesus.  
We believe especially that our education must be broad and life-changing, enabling all the children to develop to their fullest potential so they may influence both the world of today and the world of tomorrow.*

## **CHARGING AND REMISSIONS POLICY**

### **OVERVIEW**

The Education Act (1996) introduced new provisions on charging for school activities. The purposes of these provisions are;

- to maintain the right to a free school education.
- to ensure that activities offered as part of the National Curriculum and wholly within normal school time should be available to all pupils, regardless of their parents' ability or willingness to help meet the cost.
- to give educational authorities and schools the discretion to charge for optional activities provided wholly or mainly out of school hours.
- to confirm that school may invite voluntary contributions for the benefit of the school or in support of any activity organised by the school, either in or outside school hours.

The Governors believe that activities such as educational visits (or visitors) are an extension to, and an enrichment of the curriculum. They have adopted the LA Policy of Charging for School Activities, which allows the school to ask for voluntary contributions from parents to support these activities. The policy is reviewed annually.

### **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 music tuition.

## **VOLUNTARY CONTRIBUTIONS**

- When organising school trips and visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. 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 have not paid a full contribution. We do not treat these children differently from any other.
- 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 have a right to know how each trip is funded. The school provides this information on request. In the case of residential trips when school has to make a commitment in advance, any deposit received from the parents will be non-refundable.
- The following is a list of additional activities organised by the school which require voluntary contribution 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 the theatre;
  - School trips;
  - Musical events;
  - After School Clubs organised by external providers

## **RESIDENTIAL TRIPS**

- If the school organises a residential visit, which is to provide education directly related to the National Curriculum, we make a charge to cover the costs of any workshops, board, lodging and travel expenses. If parents are experiencing financial difficulty they are invited to speak in confidence to the Head Teacher.

## **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 music tuition if this is not part of the National Curriculum. Bury Music Service teach individual or small group lessons and charge the parents directly. Bury Music Service provide parents with information about additional music tuition at the start of each academic year.

## **SWIMMING**

- The school organises swimming lessons for children whilst in Key Stage 2. These lessons take place in school time and are part of the National Curriculum. The governing body made the decision to ask for a voluntary contribution towards the cost of this activity. This is reviewed on an annual basis. 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.

## **LETTINGS CHARGES**

- The Office Manager is responsible for raising invoices for lettings on a termly basis.
- SOCKs (Schools Out Club for Kids) pay a fixed termly rent.
- Parish uniformed groups and dance teacher are the only current lettings.
- The school has a Lettings Policy.

D Marsh

Headteacher

Reviewed: September 2016

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