



Stopsley Community Primary School and Nursery

Charging and Remissions Policy

Aim

At Stopsley Community Primary School and Nursery we recognise the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education. We aim to promote and provide such activities as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

We believe that all our pupils should have an equal opportunity to benefit from school activities and visits (curricular and extra-curricular) independent of their parents'/carers' financial means. This policy describes how we will do our best to ensure a good range of visits and activities is offered and, at the same time, try to minimise the financial barriers which may prevent some pupils taking full advantage of the opportunities.

Status

Statutory

Roles and responsibilities of Headteacher, other staff and Governors

The Headteacher, staff and governors will ensure that the following applies:

1. No charges will be made for:

- education materials provided during school hours (including the supply of any materials, books, instruments or other equipment)
- tuition for pupils learning to play musical instruments (or singing) when the tuition is required as part of the National Curriculum eg class music provided by LBC Music service
- supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip

2. Activities for which charges may be made:

- a) Activities outside school hours.
- b) 'Wow' factors – where a small contribution may be requested for outside visitors to the school as an enhancement to the curriculum. For these 'wow' factors the school will subsidise the event and often pay in full. Parents may be asked to contribute. 'Wow' factors are communicated through the curriculum letter and from the class teacher.
- c) Residential activities' board, lodging and travel costs for those trips deemed to take place during school time. However, pupils whose parents/carers are in receipt of certain benefits (see point 3 below) may not be charged for board and lodging costs.
- d) Residential trips deemed to take place outside school time (other than for those activities listed in 1 above). When any trip is arranged parents/carers will be notified of the policy for allocating places.
- e) Extra-curricular clubs which may take place before or after school, or at lunchtimes.

3. Activities which will be charged:

- Individual/small group music tuition. Lessons provided by the music service are organised and paid directly to them.
- Residential activities board and lodging costs, plus travel of residential trips deemed to take place during school time. However, pupils whose parents/carers are in receipt of certain benefits may not be charged for board and lodging costs.
- A voluntary contribution towards key stage 2 swimming lessons provided offsite by qualified instructors.

The governing body recognises that sometimes a family can find it hard to contribute financially for activities at school and they aim to support with this where possible. If a family needs to discuss possible support for the contribution to the cost of an activity, they are to make an appointment to meet with the Headteacher where this will be discussed further.

Arrangements for monitoring and evaluation

The governing body will monitor the impact of this policy by receiving on a yearly basis a financial report on those activities that resulted in charges being levied, the subsidies awarded (without giving names) and the source of those subsidies from Pupil Premium. It will seek to evaluate the impact of the school's extended services on those children most in need of additional support.

Date

September 2023

Date for review

September 2024