



WHITEHALL PRIMARY SCHOOL

Charging and Remissions Policy

1. Introduction

1.1 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

2.1 When organising school trips or 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 any contribution. We do not treat these children differently from any others.

2.2 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.

2.3 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

3.1 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. If parents are experiencing financial difficulty they are invited to write in confidence to the Headteacher.

4. Remissions

4.1 When our school informs parents about a forthcoming visit, we should make it clear that parents who can prove they are in receipt of the following benefits may be remitted from paying the cost of board and lodging:

- Income Support (IS);
- Income Based Jobseekers Allowance (IBJSA);
- National Asylum Seekers Support (NASS) under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue Customs) does not exceed £16,190;
- Guaranteed Element of State Pension Credit; and
- Income Related Employment and Support Allowance.

5. Music tuition

5.1 All children study music as part of the normal school curriculum. We do not charge for this.

5.2 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. 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

5.1 The school organises swimming lessons for Year 4 and 5 pupils. All swimming lessons take place in school time and are part of the National Curriculum. We make

no charge for this activity and use some of the PE and Sports Premium grant fund to financially support this activity.

6. After School Clubs

6.1 The school offers additional sports coaching and classes. Qualified coaches and instructors, who are not members of the school staff, organise and run these sessions. A small charge for these sessions is made.

7. Damage / Loss to Property

7.1 A charge may be levied in respect of wilful damage, neglect or loss of school property including premises, furniture, equipment, books or materials.

8. Lettings

9.1 There are no private lettings of the facilities.

9. Monitoring and Review

9.1 This policy is monitored by the governing body and will be reviewed on an annual basis.