

Milldene Primary School Charging & 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 and we request voluntary contributions for swimming.

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 and are calculated by dividing the total cost of the trip between all the children. 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 to 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. If we do not receive sufficient voluntary contributions, we may cancel a trip. 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:
- educational visits to museums;
 - sporting activities which require transport expenses;
 - outdoor activities;
 - visits to the theatre;
 - musical events.
 - visits to the school by professionals, (eg theatre groups, authors).

3 Residential visits

- 3.1 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 charge for the education. However, we do suggest a charge to cover the costs of board and lodging. If we cannot raise sufficient funding through these voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

4 Music tuition

- 4.1 All children study music as part of the normal school curriculum. We do not charge for this.
- 4.2 Music clubs run by teachers are free to children but they may be asked to provide or purchase a suitable instrument and book. Special arrangements may be made in case of financial difficulty.

4.3 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. Parents in receipt of state benefits can apply for vouchers to cover the costs from Essex Music Services. We give parents information about additional music tuition at the start of each academic year, and then termly thereafter.

5. After School Activities

5.1 The school offers additional activities after school. Since some of the qualified coaches are not members of the school staff, and run and organise the sessions, they sometimes make a charge for these sessions.

6 Extended Day

6.1 There are charges for both Breakfast Club and the Afterschool Club. Payments should be made in advance for both clubs.

7 Swimming

7.1 The school organises swimming lessons for all children. These take place in school time and are part of the National Curriculum. The school funds the running of the pool and voluntary contributions are requested to cover the costs of a qualified instructor. No child is excluded from lessons because they have not contributed.

8 School Meals

8.1 All Key Stage 1 children are entitled to a free school meal. School Meals provision at Milldene Primary School is no different to any other business. Meals should be paid for in advance. If arrears are not settled the pupil will be asked to provide a packed lunch until the debt is cleared. Please contact the office if you require information on Free School meals.

9 Official Documentation

9.1 Where staff are asked to countersign official documents, eg passports, firearms certificates in a professional capacity, and this takes place during school hours, parents will be asked to make a donation to school funds.

10. Monitoring and review

10.1 This policy is monitored by the governing body, and will be reviewed every two years, or earlier if necessary.

Approved by Committee: September 2021

To be reviewed: September 2022