

# OAKFIELD PRIMARY SCHOOL

## Charging & Remission Policy

### 1 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 or group music tuition.

### 2 Voluntary contributions

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.

If a parent wishes their child to take part in a school trip or event (which is part of the National Curriculum), 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.

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 the theatre;
- school trips abroad;
- musical events;
- visits by theatre groups in school.

Where individual craft items are required, e.g. pottery, needlework, cookery, design technology, a voluntary charge is made towards the purchase of the materials/ingredients.

### 3 Residential visits

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

and lodging. Parents who receive state benefits can request financial assistance from the governors.

#### **4 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 or group music tuition if this is not part of the National Curriculum. The specialist music teachers teach individual or small group lessons. We make a charge for these lessons. We give parents information about additional music tuition at the start of each academic year.

#### **5 Swimming**

The school organises swimming lessons for all children in Year 4. These take place in school time and are part of the National Curriculum. We make no charge for this activity. 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. If transport is required, the school may ask for a voluntary contribution towards this.

#### **6 Extra curricular activities**

Some sporting or other activities provided before school, during lunch break or after school are provided without charge to parents. Other activities provided by external coaches are payable directly to those providers.

#### **7 Damage and Loss Charges**

The Governing Body will support the Headteacher should parents/carers be asked to pay for the cost of replacing items as a result of loss or damage caused by a pupil e.g. a broken window, damaged, defaced or lost text/library books.

#### **8 Activities provided by the Friends of Oakfield**

A voluntary charge will be made for additional activities organised by the Friends of Oakfield during school hours.

#### **9 Activities provided by the Breakfast & After school club**

The Governors Management & Resources Committee annually reviews and sets charges for sessions at the Breakfast & After School club, including during the school holidays.

## 10 Lettings

The Governors Management & Resources Committee annually reviews and sets charges for the hire and rent of the school premises.

Agreed by the Governing Body: 18<sup>th</sup> November 2014

Date for review: