

Wootton Bassett Infants' School



Charging & Remissions Policy

Author:	WBIS
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Review Cycle:	Bi-annually
Approval Level:	HT/FGB/G

Rationale

No charge can be made for admitting pupils to maintained schools. This policy has been written with Local Authority and DfE guidance.

All education during school hours is free. The school day is defined as 9.00 am to 12.00 and 1.00 pm to 3.30 pm (the midday break does not form part of the school day)

Responsibilities

The Headteacher will ensure that staff are familiar with and correctly apply the policy.

The Governors will review the policy annually.

Voluntary contributions as parent of the Curriculum

When organising school trips, visitors or workshop activities which enrich the curriculum and educational experience of the children, the school invites parents/carers to contribute to the cost of the activity. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel the activity.

If parents/carers wish their child to take part in a school trip or events but is unwilling or unable to make voluntary contribution, the child is still allowed to participate fully in the trip or activity as long as parental consent has been given.

Calculating Charges

The level of voluntary contribution for certain school visits or events may preclude some parents/carers contributing. Therefore, at this time it is considered that the maximum contribution of £25 per child should be requested. The cost to the school should not be above this amount unless additional monies have been secured.

The basis for calculating contributions will be proportionate for each participating child for travel, entrance fees, professional fees or other relevant costs.

Pupil Premium children are not expected to contribute towards trips/events.

Parents can be offered the choice of a flexible payment plan which will be agreed by the school office.

The principle of best value will be applied when planning activities that incur costs to the school and/or charges to parents/carers.

If appropriate funds allow, the school or PTA may pay a proportion of the costs in order to support a visit. Parents/carers have a right to know how each trip is funded.

Optional Extra Activities

(Activities which take place wholly or mainly outside school hours and are not required in order to fulfil statutory duties relating to the National Curriculum)

Music Tuition – all children study music as part of the normal curriculum. We do not charge for this. The school does have a collaboration with 'Rock steady' and parents contribute to their child's music experience through this platform. We do not currently offer any other extra-curricular music tuition. An after-school choir club is open to all children at no cost.

Swimming – We have provided swimming lessons for our Year 2 children during Term 6. The cost of these is shared between home and school. Families who are in receipt of Pupil Premium are not charged and the full fee is paid by the school. This arrangement is reviewed annually and is dependent on PE funding available.

Residential visits – The school does not currently run any residential visits.

Charging in Kind

The costs of ingredients, materials, equipment etc. needed for practical subjects such as food technology or DT is budgeted for and borne by the school.

Breakages & Fines

The Headteacher and Governors reserve the right to ask parents/carers to pay for the cost of replacing any items such as

- Broken windows
- Defaced, damaged or lost books
- Replacement reading or spelling books
- Any item damaged as a result of poor child behaviour
- Lost or damaged book bags

Special Needs

The Headteacher/Governors confirm that no child with special needs or disabilities will be treated any differently than any other child. The school will take all reasonable steps to avoid putting children with special needs at a substantial disadvantage.

This policy is aligned with the Safeguarding & child protection policy.

This policy has been reviewed through the lens of affordability ensuring that the principles of an Affordable School are active and have a positive impact on reducing poverty related stigma.