

# Wilden V. A. Primary School

A Church of England School



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## CHARGES & REMISSION OF CHARGES FOR SCHOOL ACTIVITIES POLICY 2019

*The mustard seed, the smallest of all seeds, yet when it grows, it is the largest of garden plants and becomes a tree, so that the birds come and perch in its branches.*

*Matthew: 13, v 32*

In partnership with parents, governors, St Nicholas Church and community, we strive to ensure all children are embraced and nurtured. Our creative curriculum teaches our children to be generous, loving, resilient, inquisitive and courageous; enabling them to flourish as they journey through God's ever changing garden of life.

### **Reference:**

The Education (School Sessions and Charges and Remissions Policies) (Information) (England) Regulations 1999

### **Basic Principles**

No charge can be made for education during school hours. The definition of 'education' includes materials, equipment and transport provided in school hours by the Local Education Authority or the school to carry pupils between the school and the activity. 'School hours' are those when the school is actually in session, and do not include the break in the middle of the day.

School trips, visits and practical activities enhance the pupils' learning and broaden their knowledge and experience. These are undertaken with the voluntary contributions of parents. No pupil will be excluded from an activity because his or her parents cannot or will not make a voluntary contribution. The opportunity to pay in instalments will be offered to parents who wish to pay in this way.

### **Residential visits:**

As all residential experiences at Wilden VA Primary School are 'optional activities'. The following charges may be applied:

Travel, board and lodging for pupils

Materials, books and equipment

Entrance charges to facilities

Staff costs - both support and teacher costs. (where a teacher/instructor has been engaged specifically to provide the activity)

Insurance

### **Exception**

There is an exception to the rule about not charging for activities in school hours. Charges may be made for teaching either an individual pupil, or pupils in groups of up to four, to play a musical instrument if



the teaching is not part of the National Curriculum. The current charge for music lessons will be as determined by Music for Bedford Borough.

### **Voluntary Contributions**

Parents may be invited to make voluntary contributions to extend the value of school funds. If a particular activity cannot take place without some help from parents, this will be explained at the planning stage. If a planned activity has to be cancelled any monies received will be returned. Parents will be asked to make voluntary contributions to school trips, visits or for practical activities such as technology. Where an outside provider is used for out of school activities a voluntary contribution will be sought.

When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating. There will be no levy on those who can pay to support those who can't.

### **Breakages**

In cases of wilful or malicious damage to equipment or breakages, or loss of school books on loan to children, the Head Teacher in consultation with the Chair of the Governing Body may decide it right to make a charge. Each incident will be dealt with on its own merit and at their discretion.

### **Financial Support for Families**

Parents will be invited to contact the Head Teacher if they are having financial difficulties and this would make it difficult for them to make requested voluntary contributions.

Pupil Premium and other funds will be used wherever possible to make sure that financial hardship does not preclude any student from taking part in an activity.

Head Teacher .....

Date .....

Chair of Governors.....

Date .....