

DUNTON & WRESTLINGWORTH CHURCH OF ENGLAND (VC) LOWER SCHOOLS

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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 some individual or small-group music tuition.

2. Voluntary contributions

- 2.1 When organising school trips or visits to enrich the curriculum and the educational experience of the children, the schools invite parents to contribute to the cost. 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 The 1996 Education Reform Act draws a distinction between the term `charges` which are considered to be an obligatory cost and `voluntary contributions` which are self-explanatory.
- 2.3 Subsidies from various sources e.g. School Fund, PFA/PTA, voluntary organisations, will be considered to cover deficits. Surplus finance will be used via school fund for the benefit of the children.
- 2.4 Whenever possible, the schools will give sufficient notice to allow parent/carers to pay by instalments.
- 2.5 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 schools provide this information on request.
- 2.6 The following is a list of additional activities, organised by the schools, which require voluntary contributions from parents. These activities are known as `optional extras`. This list is not exhaustive:
- visits to museums;
 - sporting activities;
 - outdoor adventure activities;
 - visits to or by a theatre company;
 - school trips;
 - musical events;
 - transport.

3. Residential visits

If the schools organise 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 or travel expenses. However, we do make a charge to cover the costs of

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board and lodging. Parents of children who receive free school meals are offered the option to make a reduced payment.

4. Music tuition

- 4.1 All children study music as part of the normal school curriculum. We do **not** charge for this.
- 4.2 There is a charge for individual or small-group music tuition, since this is an additional curriculum activity, and not part of the National Curriculum. These individual or small-group lessons are taught by peripatetic music teachers. 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 schools organise swimming lessons for children in Key Stage 2. These take place in school time and are part of the National Curriculum. We therefore 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.

6. Lunch time / After School Sport and Creative Activities

The school offers additional activities after school and during lunch breaks. We reserve the right to make a small charge for these sessions.

7. Charging in Kind

A charge may be made for the cost of materials, ingredients (or provision of them by parents) for practical subjects if the parents have indicated in advance that they wish to own the finished product.

8. Breakages

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

9. General

The Governing Body may, from time to time amend the categories for which a charge may be made.

The Governing Body reserve the right to review the Charging and Remissions Policy as necessary.

10. Remissions Policy

Where the parents of a pupil are in receipt of state benefits which would entitle their child to receive free school meals the Governing Body will remit in full the cost of board and lodging for any residential activity (classed as an optional extras taking place outside school hours).

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In other circumstances the Governing Body will invite parents to apply in confidence to the Headteacher for the remission of charges in part or full.

The Headteacher in consultation with the Chair of Governors will make authorisation of remission.
