



Proud to learn
Proud to achieve

Barnes Junior School

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CHARGING AND 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. For example, swimming lessons, whole class music lessons, entry for a prescribed public examination, if the pupil has been prepared for it at the school.

1.2 The Governing Body reserves the right to make a charge for the following activities which may from time to time be organised by the school:

- Any materials, books, instruments, or equipment, where the child's parent wishes him/her to own them;
- Additional curriculum activities (see section 2 – Voluntary contributions);
- Individual or group music tuition (see section 4 - Music Tuition).

2. Voluntary Contributions

2.1 The Governing Body recognises the valuable contribution that a wide range of activities, including school visits, residential experiences and clubs, can make towards all aspects of our pupils' education. The Governing Body will promote and provide as far as possible such activities as part of a broad and balanced curriculum for the benefit of pupils of the school.

2.2 When organising school trips or visits which enrich the curriculum and educational experience of the children, the school will invite parents to make a voluntary contribution to the cost of the trip.

2.3 The following is a list of additional activities organised by the school which require a voluntary contribution from parents / guardians. The list is not exhaustive:-

- Visits to museums;
- Activities which require transport expenses;
- Outdoor adventure activities;
- Visits to the theatre;
- Musical events;
- Board and lodging for a pupil on a residential trip;
- Any materials, books, instruments, or equipment provided in connection with the additional curriculum activity or visit.

2.4 Any charge made in respect of individual pupils will not exceed the actual cost of providing the additional curriculum activity, divided equally by the number of pupils participating.

For Academic Year 2016-17, each year group has a £750 budget which is utilised by the Year Group staff to subsidise the cost of a trip or visit (internal and external).

The below table provides an example of how a school contribution of £100 reduces the suggested voluntary contribution by £1 per person:

<u>Actual cost of additional curriculum activity/visit</u>	<u>£450</u>
<u>Number of children in year group participating</u>	<u>90 pupils</u>
<u>Cost per head</u>	<u>£5 (£450 ÷ 90 pupils)</u>
<u>School contribution</u>	<u>£100</u>
<u>Suggested voluntary contribution</u>	<u>£4.00 (rounded up to nearest £1)</u>

2.5 Participation in any additional curriculum activity will be on the basis of parental choice and a willingness to meet the charges. Parental agreement is therefore a necessary pre-requisite for the provision of an optional extra where charges will be made. Children eligible for Pupil Premium funding will have the cost of the activity fully subsidised for the academic year 2016-17. The school welcomes voluntary contributions from all parents/guardians irrespective of their personal circumstances, a child who does not pay is not discriminated against and will still be allowed to participate in the activity. If insufficient voluntary contributions are received, there may be occasion where the activity/visit is cancelled or deferred to another date.

3. Residential Trips

3.1 If the school organises a residential visit which is to provide education directly related to the National Curriculum we do not make any charge for the education. We do make a charge to cover the costs of board, lodging and transport.

4. Music Tuition

4.1 Individual or group music tuition that is not part of the National Curriculum is taught by the peripatetic music teachers. Lessons are available for keyboards, guitars, woodwind, brass and string at a cost of £5.50 per lesson.

5. Childcare and 'Wrap-around' Care

5.1 Childcare and 'wrap-around' care is provided as additional activities and as such the governors will charge parents / guardians the full cost of providing this care.

Breakfast Club operates 5 mornings each week, 7.45am-8.45am at a cost of £3 per session. After School Club sessions operate 3.25pm-5.30pm Tuesday – Thursday and 3.25pm-4.30pm on a Friday at a cost of £6 per session.

In the event that a child has not been collected by 3.40pm, school staff will accompany

the pupil to the after-school club and a £6 fee will be charged to the parent/carer.

6.Pupil Premium

6.1 School reserves the right to utilise Pupil Premium Grant to cover the cost of the contributions of eligible pupils. For 2016/17, the criteria for Pupil Premium eligibility is free school meals ever 6, a child from a service family or a looked after child/child adopted from care. School will cover the cost of music tuition and after school activities for Pupil Premium eligible pupils during 2016-17 Academic Year.

7. Breakages And Damage To School Property

7.1 The Governing Body reserves the right to seek reparation from parents where their children cause breakages or damage to school property. Wherever possible, 3 quotations will be sourced in order to establish the cost of repair.

8. Lettings

8.1 We welcome enquiries from community groups who may be interested in hiring our premises on a one off or regular basis. Charges are offered at a reasonable rate and are reviewed by the Governing Body on an annual basis. Full details can be obtained upon enquiry to the school office.

REVIEW

The Governing Body will review this policy on an annual basis.

Policy Adopted By Governing Body.....January 2017.....

Person Responsible: K Brenkley, School Business Manager

Review Date.....January 2018.....