

Charging and Remissions Policy

This policy will be reviewed by the Governing Body Business Committee in the Spring Term 2018.

We recognise that all our children are entitled to a broad and balanced curriculum. This includes a range of additional activities including clubs and trips.

Responsibilities

The Governing Body determine and review this Charging and Remissions Policy and the Headteacher is responsible for its implementation.

Voluntary Contribution

When we organise school trips, visits or activities to enrich our curriculum the school invites parents and careers to contribute to the cost. All contributions are voluntary. Children will not be excluded from taking part in any such activity due to financial disadvantage. FOGS, our parents support group, frequently support us to ensure all our children can participate and benefit from all our activities and for example pay for the cost of transport to and from our residential school journeys.

Books and Equipment

Most resources used in school for example books stationary, pens and pencils, ICT resources, clay and model making materials are provided free and we want our children to benefit from the best possible resources to support their learning.

Residential Visits

We are very proud to offer two residential school journeys; one to Wrotham in Year 4 and one to Swanage in Year 6. Our aim is for all of our children to take part due to the social and academic benefits of such trips. We charge for the cost of board and lodgings and aim to keep the cost as low as possible to ensure as many of our children can participate. Our FOGS group pay for the cost of transport.

Parents and Carers who are in receipt of the following state benefits for either whole or part of the time spent on the visit shall receive a part remission of any charges that would otherwise be payable in respect of board and lodgings:

Income Support

Income Based Jobseekers Allowance

Child Tax Credit (providing the parents are not entitled to Working Tax Credit)

Support under Part VI of the Immigration and Asylum Act 1999

Guarantee element of State Pension Credit

Music Tuition

We are proud to offer ukelele, guitar and recorder tuition during the school day, for which a small charge is made to cover additional costs where they occur. These charges vary according to the instrument .

Swimming

Our Year 4 Class benefit from swimming lessons each week. These sessions take place in school time and as they are part of our curriculum offer they are free of charge.

Loss and Damage to school property

Parents and Carers of a child who deliberately damages school property or loses equipment due to careless use may be liable for the cost of replacement or repair of such items. Decisions will be made at the Headteacher's discretion.

After School Club Activities

We are proud to offer a range of additional activities after school and reserve the right to charge a nominal fee for these sessions.

Breakfast and After School Club

We run a very successful B&ASC in our Community Room. These are non profit clubs that are self financing. Please speak to our B&ASC Manager for further information regarding costs and charges and see the booklet related to these clubs.

Remissions Policy

The Headteacher, in line with policy agreed by the Governors, may remit in full or part of the charges if he feels it is appropriate and reasonable in the circumstances of a given situation. If a family are finding it difficult to make a financial contribution they should not hesitate to discuss their circumstances in confidence with the Headteacher or another member of staff. We will always discuss the options that are available. All Remissions will be authorised by the Headteacher.

School Dinners

We follow the Local Authority policies with regard to the payment of monies for school lunches. Charges for payable school lunches are reviewed at least annually.