

Ainslie Wood Primary School Charging and Remissions Policy

1 Introduction

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 individual or group music tuition.

2 Voluntary contributions for Educational Visits

- 2.1** When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. 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** 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 school provides this information on request.
- 2.3** The following is a list of additional activities organised by the school, which require voluntary contributions from parents. This list is not exhaustive:
- visits to museums;
 - sporting activities which require transport expenses;
 - outdoor adventure activities;
 - visits to the theatre;
 - school residential trips;
 - musical events.

3 Residential visits

If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the educational expenses. However, we do make a charge to cover the costs of board, lodging and travel. Parents may contact the school to discuss a reduced rate if they are experiencing financial difficulties.

Ainslie Wood Primary will follow the relevant legislation as contained in the Education Reform Act 1988: Section 106 – 111, 117, and 118. The guidance is contained in the DCSF circular 2/89: Charges for School Activities).

4 Music tuition

- 4.1** All children study music as part of the normal school curriculum. We do not charge for this.
- 4.2** The peripatetic teachers from Waltham Forest Music Service take individual or small group lessons. These are charged for by Waltham Forest Music Service along with instrument hire. We give parents information about additional music tuition at the start of each academic year.

5 Swimming

The school organises swimming lessons for all children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity. We inform parents when these lessons are to take place.

6 After school activities

At Ainslie Wood we run various after school clubs to enrich and enhance our curriculum. There is a charge for these clubs that may vary due to equipment and resources needed. The cost of these clubs will always be shared with parents before they sign their children on to a club.

7 Breakfast/Tea Time Club

We hold a breakfast club from 7.30 am until class time and a tea time club from the end of teaching time to 6.00pm. Both clubs are run by school staff and there is a charge. Breakfast club costs £7 per day and the tea time club costs £14 per day including a snack. Siblings pay £11 for tea time club.

8 Nursery

For parents who use their 30 hour childcare allowance the school Nursery runs from 9am to 3pm. There is an option for parents to pay for a further 30 minutes so that they finish at 3.30pm. This is charged at £5.

9 Photocopying

Any photocopying that is requested by parents relating to their child, under the 'Freedom of Information Act', will be charged at 10p per sheet and 40p for any colour printing.

10 Contributions

Voluntary contributions may be requested to help with providing activities even though they may be part of the normal school day or part of the National Curriculum.

If voluntary contributions are requested for an activity it should be clearly understood that there is no obligation to contribute and that if the parent

is unable or unwilling to pay, the child will not be excluded from the activity. Voluntary contributions are welcome and may be offered anonymously.

11 Breakages and Damage to School Buildings, Furniture or Property

Parents will be charged for damage caused as a result of a pupil's behaviour.

12 Remissions

To ensure that access to activities reflects intentions, Ainslie Wood Primary School will implement the following Remissions Policy. The fundamental aim of this policy is to ensure that all pupils gain fully from everything that the school is able to offer them and is based on an understanding of the relationship between low income, entitlement and access. This policy takes into account the very real and persistent difficulties which people on low income have in meeting the costs of educational activities for their children.

Where parents are in receipt of Free School Meal (FSM), have ever received FSM or classed as pupil premium, the Governing Body will observe its statutory requirement.

There may be cases of family hardship which make it difficult for pupils to take part in other particular activities for which a charge is made. When arranging a chargeable activity the Governing Body will invite parents to apply in confidence for the remission of charges in part or in full.

Authorisation of remission will be made by the Senior Leadership Team.