



## **Charging and Remissions Policy**

**Created:** September 2016

Overleigh St. Mary's CoE Primary School, a caring centre of learning, where all individuals are inspired and enabled to achieve excellence in every aspect of school life – academic, social, personal, physical and spiritual.

Our school motto of '**Children First**' proudly beats through the heart of our thriving community.

At Overleigh St. Mary's our culture of high expectations in everything that we do ensures educational excellence for all with no child left behind. We strive for and achieve academic excellence with opportunities to develop wider sporting, artistic and social skills. We want our children to have a clear sense of moral purpose and character as well as to be enquiring, reflective and passionate learners. When our children leave us they display honesty, integrity, resilience, perseverance, compassion and self-discipline.

As a church school we nurture spiritual growth and provide an environment where each child can develop and fulfil their potential as a citizen of the future. Through a personalised, relevant and engaging curriculum we develop 21<sup>st</sup> Century skills ensuring our children embark on life confident of their place within a global society and able to become leaders in it.

### **INSPIRE. EDUCATE. SUCCEED**

#### **Introduction**

All education during school hours is free. However, to enrich the curriculum, other activities; sometimes off-site and in addition to the normal curriculum are offered during the school day. Voluntary contributions may be requested so that these can take place.

Activities arranged outside of the school day may be charged for.

#### **Pupil Charges**

##### **Voluntary Contributions**

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, the school enables children whose parents have not paid any contribution to take part if they wish. We do not treat these children differently from any others.

Often at Overleigh St Mary's, the school pays additional costs in order to support the visit and decrease the cost to families. Information regarding the specific funding of trips is available on request.

The following is an illustrative list of additional activities organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras.' This list is not exhaustive:

- Visits to museums

- Educational visits, which enhance the curriculum and which require transport expenses
- Sporting activities which require transport expenses
- Outdoor adventure activities
- Swimming with additional specialist teachers
- Visits to the theatre
- Artist in Residence
- Musical or theatrical events

### **Residential visits**

If the school organises a residential visit in school time or mainly in school time, we offer a payment scheme with a deposit to secure the place and a payment plan up to the date of visit. Some parents in receipt of certain state benefits may be exempt or entitled to a reduced contribution in respect of residential visits. Up to date information is available from the Educational Visits Co-ordinator.

All visits are regularly evaluated in order to offer the best value for money to our parents and children.

### **Music tuition**

All children study music as part of the normal school curriculum. We do not charge for this.

There is a charge for individual or group music tuition if this is not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons. Parents are charged for these directly by the music specialist.

### **Swimming**

The school currently organises swimming lessons for all children in Years 3, 4, 5 and 6. These take place in school time and are part of the National Curriculum. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons. We do not charge for the swimming instruction but do ask for voluntary contributions to cover the cost of transport and lifeguards.

### **Coaching Sessions**

When the school offers additional coaching after school, for example football, fencing etc. a qualified coach, who is not a member of the school staff, runs and organises these sessions. The body running the session make a small charge to cover their costs. Attendance is entirely voluntary.

### **Teacher Clubs**

Our teachers give up their time voluntary to offer extra-curricular activities. A cost may be made to cover the additional materials, resources and refreshments.

### **Other Outside Provider Charges**

Charges will be made for the use of the school premises. We work to a sliding scale and the charges are largely dependent on the nature of the provider. For example, we believe it is only fair to charge less for a charitable organisation and for those users providing a valuable service to our pupils. Our rates reflect the current charges for use of school premises.