



# **Charging and Remission Policy**

**Date of issue:            November 2017**

**Review date:             November 2020**

This policy is based on guidance provided by the local Authority.

## **1 Introduction**

**1.1** At Cunningham Hill Infant School all education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum. However, the school may charge for activities outside of school hours where these are not a necessary part of the national curriculum.

**1.2** The school will endeavour to ensure to meet any current HCC guidelines that are available.

## **2 Voluntary contributions**

The Head Teacher or Governing Body may ask parents for a voluntary contribution towards the cost of:

- Any activity which takes place during school hours
- School equipment
- School funds generally

**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 have to 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. These activities are known as 'optional extras'. This list is not exhaustive: visits to museums, art galleries etc. visits to the theatre; musical events.

**2.4** Throughout the year either the school or the CHISS fund special events and activities that celebrate a specific area of the curriculum eg Dance days, Theatre visits to school,

## **3 Residential visits**

**3.1** School's policy is that children in the Infant School do not go on residential visits.

## **4 Music tuition**

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

**4.2** We operate a Music Club open to children on a rotating basis. This is free to children.

## **5 After School Clubs**

**5.1** These are organised through different agencies. A range of after school clubs are on offer for Year 1 and 2 children and Reception in the summer term. Some clubs are priced per session and this is passed directly on to the parents via the provider; If the school is charged a blanket rate this is divided by the number of children taking part; a reduction of 20% is offered to pupils in receipt of Pupil Premium Funding'.

## **6.0 Voluntary Donations**

**6.1** We ask for a voluntary contribution £5.00 donation per term at the beginning of the school year towards the cost of enrichment activities such as sewings, clay work, cooking etc. This is purely voluntary and is outlined in the school handbook. Any funding received is credited to the Fund Account and supplements the curriculum budget.

## **7.0 School Sales**

**7.1** At present we sell various items of equipment: book bags, PE bags, water bottles. This is by order from parents and can be bought directly from school and we keep a small stock in reserve. The price is set above the initial cost to reflect ordering procedures, organisation and sale of. Additionally, we may from time to time receive a small amount of commission from external companies eg school photographs. All profits are banked in the Fund Account.