



CHARGING & REMISSIONS STATEMENT

1. Introduction

The purpose of the policy is to ensure that there is clarity over those items that the school will provide free of charge and those items where there may be a charge.

1.1 Middlewich Primary School provides a rich and varied curriculum. In order to offer this, there are occasions where parents/carers are asked to make a voluntary contribution. This policy outlines when these contributions are requested. All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum, with the exception of some individual or small-group music tuition.

2. Educational Visits - voluntary contributions

2.1 When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents/carers to contribute to the cost. 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/carers have not paid any contribution. We do not treat these children differently from any others. Children in receipt of free school meals and some other individuals are reviewed on an individual basis and therefore may be exempt from charges relating to some educational visits.

2.2 If a parent/carer 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/carers have a right to know how each trip is funded, and 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/carers. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums, art galleries or other places of interest;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to or by a theatre company;
- residential school trips;
- musical events.

3. Residential visits – voluntary contributions

3.1 If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the National Curriculum, we make a charge for the travel expenses and to cover the costs of board and lodging. Parents/carers who receive state benefits may be exempt from this charge as agreed in confidential discussion with the school. If we cannot raise sufficient funding

through these voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

4. Music tuition

4.1 All children study music as part of the normal school curriculum. We do not charge for this. In year 5, all pupils loan of an instrument for the duration of the academic year. There is no charge for this. However, parents/carers are asked to sign a contract to cover the cost of any significant damage or loss to the instrument.

4.2 Parent/Carers are given the option to pay for private music tuition in school time. There is a charge for individual or small-group music tuition, since this is an additional curriculum activity, and not part of the National Curriculum. These individual or small-group lessons are taught by peripatetic music teachers. We make a charge for these lessons, but parents/carers in receipt of state benefits may be exempt from payment.

5. School Meals/Snacks

5.1 Although the school collects all dinner money income (£2.10 per meal), it does so in line with their Cheshire East Catering contact. Families who think they may be eligible can apply for free school meals.

5.2 Snacks are provided for KS1 children from the age of 5 at a cost of 25p each. KS2 children have a choice to purchase snacks from the trolley at various prices at morning break.

6. Breakfast Club

6.1 The school charges for the breakfast club facility for parents. There are occasions when the school will cover costs. This is usually for those children eligible for free school meals.

7. Extra-Curricular Activities

7.1 Where school runs a club or event that is not part of the school day, charges may be made to cover the cost of additional material or visits.

8. Swimming

8.1 The school organises swimming lessons for all children in years 3 and 4. These take place in school time and are part of the National Curriculum. We make no charge for this activity, but we may ask for a voluntary contribution from parents/carers to cover the cost of transport. We inform parents/carers when these lessons are to take place, and we seek the parents'/carers' written permission for their children to take part.

9. Reading Books

9.1 We recognise the importance of children taking books home to share with their parents/carers, or read independently as they get older. However, a significant number of our selected books are not always returned to school.

Therefore if a book is lost, after a request for its return, a charge, to the value of the book, will be issued.

10. School Property

10.1 Governors reserve the right to charge for school property that is wilfully damaged or broken.

11. Photocopier Charges

11.1 Individuals will be charged at the current rate per copy, if requests are made for non-school related copies.

12. Lettings

12.1 The school building/area can be let to outside providers with a charge dependant on the hours required; the time of day and or the room/area. The school will be guided by the former Cheshire East charges.

13. Monitoring and review

13.1 This policy is monitored by the governing body, and will be reviewed every two years, or earlier if necessary.

Signed:

Date:

Review Date:- Spring 2019

School Charges:-

Educational Visits	School will request a contribution from parents/carers to cover the cost of educational trips/visits. This is dependent on the cost of the travel, venue and if the PTA have made a contribution.
Residential Visits	School will request a contribution from parents/carers to cover the cost of educational trips/visits. This is dependent on the cost of the travel, venue and if the PTA have made a contribution. Sports funding is available to reduce the cost of the residential if it fits the criteria of the funding use.
School Meals	School meals are charged at £2.10 per meal.
Snacks	KS1 snacks charge 25p daily KS2 snacks various charges depending on choice.
Breakfast Club	School charges £4.50 per session. Remissions in place for children at the discretion of the headteacher.
Extra-Curricular Clubs	A charge of £1 is requested per club per term to cover materials.
Reading Books	Parents are asked to cover the cost of lost reading books.
Photocopier charges	Photocopier charges of 5p for black and white copy & 10 per colour copy.