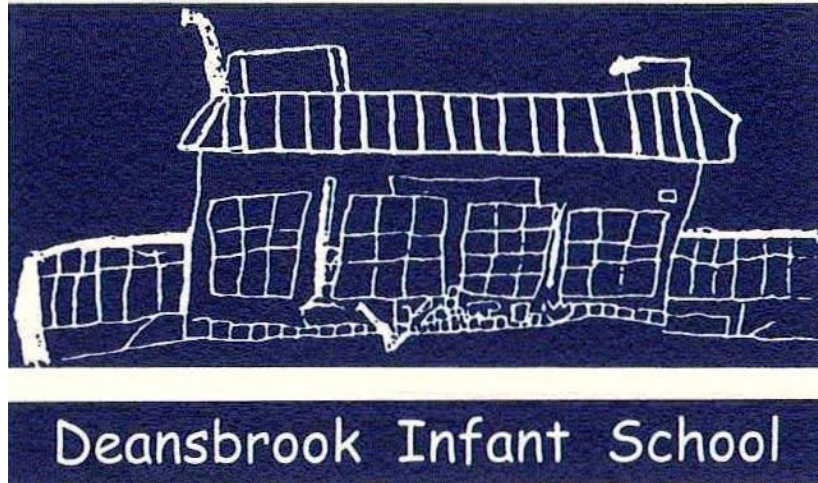


Deansbrook Infant School



Charging and Remissions Policy

Reviewed and ratified by the Governing Body: spring 2022

Date for Review: spring 2024

Introduction

The charging and remissions policy complies with statutory requirements and is reviewed on an annual basis by the school Governing Body's Finance Committee.

The school will not charge for any lessons taking place during school time with the exception of individual music tuition and other similar activities.

No charges will be made for:

- education provided during school hours (including the supply of any books, materials or other equipment)
- education provided for any visit that takes place during school hours
- education that takes place on a visit that takes place outside of school hours, if it is part of the National Curriculum

Chargeable Activities:

- board or lodgings of residential visits
- provision of instrumental tuition which takes place during the school day and which has been requested by parents/carers
- nursery additional hours above the allocated 15 hours per week
- attendance at Breakfast Club
- after school childcare

School Clubs

After school clubs run by outside providers will be charged according to each individual club.

A nominal charge is made for extra-curricular clubs run by school staff to ensure sustainability of the club and to cover the cost of materials. The cost of these clubs will be reduced for pupils receiving Pupil Premium Funding.

After School Childcare

When a child is picked up late at the end of the school day for the third occasion in an academic year, there will be a charge to the parent/carers for childcare. This will then be charged for all subsequent late pick ups.

Parents/Carers will be charged via School Money at the end of each calendar month.

Additional Hours/Full Day Nursery Charges

All 3 and 4-year-old children are entitled to attend nursery for 15 hours each week without charge. Some parents/carers may wish to take advantage of our extended day nursery provision for their child/ren. In providing such education and care, it will be necessary for such places to be self-financing. Therefore, a charge will be made for each extended day session attended by the child.

Children entitled to attend nursery for 30 free hours each week, will be charged for any additional hours, such as during lunchtime (45 minutes per day).

The cost for these additional hours is reviewed regularly and may be subject to change to reflect changes in staffing and resource costs. Information about changes in costs will be given to parents and carers at least half a term in advance of the change.

Voluntary Contributions

When organising school visits and visitors to enrich the curriculum and the educational experience of the children, the school will sometimes invite parents to contribute to the cost. All contributions are voluntary and no child will be treated differently according to whether or not their parents/carers have made a contribution.

If insufficient contributions are received for an event or activity then it may be cancelled.

The following is a list of additional activities, organised by the school, which make a significant contribution to the education of pupils. Requests for voluntary contributions towards the costs of funding these activities will usually be made.

This list is not exhaustive:

- visits to museums/galleries/places of interest
- visits by theatre companies/musicians/artists/dance groups
- activities requiring transport expenses eg sports events

Ingredients and Materials

The school may request parents to make a voluntary contribution towards the cost of ingredients or materials to enable pupils to make a product in subjects such as art and design and design and technology. The finished product will be taken home or in the case of food technology, may be consumed by the pupil.

Damage to school Property

The costs of repair or replacement resulting from wilful damage or loss of school property by a pupil will be charged to the parents of the responsible pupil.

Countersigning passports

Members of the Senior Leadership Team are able to countersign passports for a fee of £10 which will be added to the school's voluntary donations.

Remission of charges

Children who are entitled to pupil premium will, in addition to having a free school lunch entitlement, also be entitled to the remission of charges for board and lodging costs during residential school trips. This entitlement applies whether or not the free school meal entitlement is taken up.

Families of children who are not entitled to pupil premium but who are suffering financial hardship may apply in confidence for the remission of charges in part or in full. Authorisation of remission will be made by the Headteacher.