

# Lanercost C of E Primary School



## Charging and Remissions Policy

**APPROVED BY:**

**Name:** Helen Sheridan

**Position:** Chair of Governors

**Signed:**

A handwritten signature in black ink, appearing to read 'Helen Sheridan', is written over a horizontal line.

**Date:** 15/09/2015

**Review Date:** September 2017

## REVIEW SHEET

The information in the table below provides details of the earlier versions of this document and brief details of reviews and, where appropriate amendments which have been made to later versions.

Version Number	Version Description	Date of Revision
1	Original	March 2007
2	Amendments made – minor word changes	March 2011
3	Minor word changes	September 2013
4	Minor word changes to incorporate action for late payments of dinner money	September 2014
5	Change to cost of School dinners	September 2015
6		

## Introduction

All activities that relate to the National Curriculum plus religious education will be provided free of charge with the exception of individual or group music tuition.

## Voluntary Contributions

When organising school trips or visits which enrich the curriculum and educational experience of the children and goes beyond the requirements of the National Curriculum 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.

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. When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating.

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.

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;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to the theatre;
- musical events.
- swimming (beyond the requirement of the National Curriculum)

## Residential Visits

Charges will be made for residential visits as they are over and above the National Curriculum. However if a family is suffering financial hardship we will make sure that they will not be disadvantaged.

## 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. We make a charge for these lessons. We give parents information about additional music tuition at the start of each academic year.

#### School Dinners

The current price for lunches is £2.60 a day. Dinner money should be either be paid termly/half termly or at the beginning of the week. Meals must be paid for in advance, in the event of arrears a reminder will be sent to parents at the end of the first week. If payment is not received at the beginning of the second week parents will be requested to send their child with a packed lunch.

#### Free meals

Children whose parents receive the following support payments may be entitled to receive free school meals –

- Income Support or Income Job Seekers Allowance
- Support under Part VI of the Immigration and Asylum Act
- The Guarantee element of State Pension Credit
- Child Tax Credit (subject to certain conditions)

For more detailed information, please contact the school office or Children's Services in Carlisle.

Children who are in Year R, 1 and 2 are entitled to a free school meal as part of the universal free school meal entitlement (UFSM)

#### Milk

Milk can be purchased through the Cool Milk website [www.coolmilk.com](http://www.coolmilk.com) ; children under the age of 5 can have free milk.

#### Best Value

The principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents.

#### Arrangements for Monitoring and Evaluation

The Finance Committee of the governing body will monitor the impact of this policy by reviewing the costings and sourcing of subsidies of activities where contributions are requested.