

# Thornaby C of E Primary School

## Charging and Remissions Policy



### **Mission Statement:**

Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at Parish and Diocesan level.

The School aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers to all its pupils.

Walking and learning with faith in the footsteps of Jesus.

## **Policy on Charging and Remissions**

### **1 Introduction**

- 1.1 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 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 and carers to contribute to the cost. Parents and carers whose children are eligible for free school meals are supported with at least 33% of this charge. 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 or carers 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 and 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 may require voluntary contributions from parents and carers. These activities are known as 'optional extras'. This list is not exhaustive:
- visits to museums
  - sporting activities which require transport expenses (this does not include sporting activities that are part of the statutory curriculum e.g. Swimming)
  - visits to or by a theatre company
  - outdoor adventurous activities
  - school trips abroad
  - some after school clubs
  - musical events.

### **3 Residential visits**

- 3.1 If the school organises a residential visit in school time, or mainly in school time, which is to provide education that is an enhancement to the National Curriculum, we do suggest a charge for the tuition provided by outside tutors, the costs of board and lodging and travel expenses. Parents and carers whose children are eligible for free school meals are supported with at least 33% of this charge. 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.
- 4.2 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 and carers whose children are eligible for free school meals are supported with at least 33% of this charge. We give parents and carers information about additional music tuition at the start of each academic year.

### **5 Swimming**

- 5.1 The school organises swimming lessons for children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity. We inform parents and carers when these lessons are to take place, and we seek the written permission of parents or carers for their children to take part.

### **6 Extended school activities**

- 6.1 The school offers a range of after school activities. Some after school activities that involve hiring of external instructors or incur greater than minimal costings will also involve a small charge.

### **7 Damage to or loss of school property**

- 7.1 Parents may be requested to replace school equipment, books, etc. which have been lost by their child. Willful breakages and damages to school buildings, furniture or property by a pupil may be charged to parents by the school.

## 8 Early Years

8.1 All 3- and 4-year-old children have an entitlement to 15 hours funded entitlement and this entitlement is completely free at the point of delivery. For those children who attend for 30 hours a code is required from DFE for payment of the extra 15 hours. If however a parent does not have a code, due to an oversight of reconfirming after the deadline, the additional hours will be charged at £5 per hour, a month in advance.

## 9 Extended Schools -Wrap around Provision

Thornaby Church of England school provides term-time only wrap around child care. Parents and carers will be charged for the use of this service. The session times and charges are as follows:

9.1 **Breakfast Club** Breakfast club runs from 8.00am until 8.45am at a cost £2.00 per day. (from 1/9/2024)

9.2 **Afterschool Care Club (from estimated date of opening Jan 25)** After school club will be split in to two pricing bands:

Band 1: 3.15-4.30pm (1hour 15mins) £4.50 including snack and drink

Band 2: 3.15 – 5.45 p.m. (2 hours 30mins) £9 per session including snack and drink

There is a sibling discount of 50% for after school sessions only

Late collection of children from After School Care:

If a child is not collected 5.45 pm a charge of £5.00 per quarter of an hour will be levied to cover the costs of the staff who are legally required to supervise.

## 10. Refunds

Where a planned trip does not take place, full refunds will be given. A refund will not normally be given if a child is absent for a trip through illness. However, if a child missed a residential trip due to accident or illness, costs may be recovered through the insurance policy. If, for any unforeseen reason, parents have been overcharged, refunds may be required where overall profits exceed 5%. Likewise, if undercharged, it may be necessary to ask parents for either additional payments or voluntary contributions.

## 11 Monitoring and review

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

Revised October 2016- To be reviewed October 2018

Revised January 2020

Revised September 2022

Revised June 2024

