Charging & Remissions Policy

A statutory policy

Date effective from:	31st January 2019
Signed, Head Teacher	Gary Price
Signed, Chair of Governors	Mags Ratford
Date approved by Governing Body	31st January 2019
Date of next review	1st February 2020

Charging & Remissions Policy

The school provides the best possible educational opportunities within the funds allocated by the Gloucestershire Local Authority. 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. However, there are some valuable educational activities, which the school cannot provide without seeking some financial support from parents.

A cashless system using Parent Pay operates for school meals and activities at Horsley School. All parents are encouraged to use on-line payments wherever possible and payment is expected to be made in advance for all items.

School visits

Where the visit occurs in school time a letter is sent to parents with details of cost. In 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 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. 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.

Full charges may be levied for longer visits occurring out of school hours or for the board and lodging cost of any residential activity. There will be no charge for pupils in receipt of pupil premium.

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.

Music tuition

All children study music as part of the school curriculum. Pupils may wish to take additional instrument tuition from one of our peripatetic music teachers, taught individually or in small groups. There is a charge for this service and the contract between the music teacher and parent will clearly state the cost and period of notice required, if lessons are to terminate. Musical instruments may be hired from Gloucestershire Music Service and there is a charge for this. Pupils in receipt of pupil premium or pupil premium plus can apply for help with costs.

Hot Dinners

Infant children (YR-Y2) are eligible for a free school meal from September 2014. Any junior child taking a hot meal will be charged at a daily rate notified to parents at the beginning of the academic year.

Equipment and materials

When children take items home, a charge may be made to cover materials. This includes any library books borrowed and not returned, after a reminder has been issued.

After School Clubs

The school offers many extra-curricular activities and for some of these, a charge is made to cover the instructor's costs. The charges will be clearly identified on the clubs letter sent to parents at the beginning of each term.

EVALUATION

Using data from monitoring activities, the Headteacher and Governors will review and update this policy bi-annually.

Name_____Signature _____ Date: _____
(Chair of Governors)

Name_____ Signature _____ Date: _____
(Headteacher)