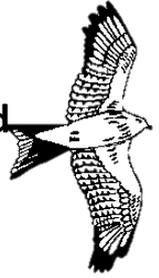




Boxgrove and Kidbrooke Park Primary Schools and Kidbrooke Park Learning Centre Charging and Remissions policy



The schools recognise that all pupils are entitled to a broad and balanced curriculum. This includes a variety of curriculum based and non-curriculum based activities that may incur charges. We do not levy compulsory charges for transport, admission costs, swimming lessons or trips during schools hours.

Voluntary contributions

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the schools invite parents to contribute to the cost. All contributions are voluntary. Pupils will not be excluded from taking part in any such activity through financial disadvantage. We ensure that where some pupils may not have paid for a daytime activity they are not treated differently than any others.

If a parent wishes their child to take part in a schools trip or event, but is unable or unwilling to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the schools pay additional costs in order to support the visit. Parents have a right to know how each trip is funded. The schools provide information on request.

The following is a list of activities, organised by the schools, which require voluntary contributions from parents. These activities are referred to as 'optional extras'. The following list is not exhaustive:

- visits to museums and galleries
- school journey to Swanage
- school journey to Blacklands Farm
- school journey to France
- visits to or by a theatre company
- sporting activities (which require transport)
- musical events
- workshops organised in school by outside organisations

Residential Visits

When the schools organise a residential visit in school time, or mainly in school time, which is to provide education directly related to the curriculum (e.g. Outdoor centre in Wrotham), we do not make any charge for the education. However, we do make a charge to cover the costs of board and lodging. We also make a charge for visits off site, entry fees and for any speakers who come into the Centre. Parents who receive benefits may apply for a grant towards the cost of the visit.

Music tuition

All children study music as part of the school's curriculum, we do not charge for this. In Key Stage 2 the school pays for all pupils to receive free tuition in one instrument

There is a charge for any other 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 who make their own charge for the lessons. We provide parents with information about the availability of additional music tuition at the start of each school year. Anyone experiencing financial difficulty should discuss the matter with the Head of Schools as the school may be able to remit some charges.

Swimming

The schools organise swimming lessons for KS2 pupils. These take place in school time and are part of the school's curriculum. Therefore, no charge is payable.

Sports

The schools offer additional sports coaching after schools. Where professional coaches are used, there may be a small charge payable to cover the costs. In the event of financial difficulty, the schools will bear the cost of the activity for pupils who are eligible for that activity. The schools do not charge for sports clubs run by the school staff.

Extended Schools Activities

The Schools run a Breakfast Club which provides care and support for pupils outside of schools hours. As this is mainly self- financing, we make a charge to cover the costs of staffing and resources.

The schools may in the future run other extended activities such as an after-schools club. Where these are expected to be self funding, Governors may decide to make a charge for these.

Vandalism or deliberate damage

Parents are asked to talk to children about looking after the schools environment. If damage occurs parents are informed by the headteacher and the suggestion of a contribution from pocket money towards repair costs will be made.

This policy is monitored by the governing body, and will be reviewed annually.

Confirmation the Charging and Remissions policy in respect of Boxgrove and Kidbrooke Park Primary Schools and Kidbrooke Park Learning Centre has been discussed by the Governing Body

Signed by:

Chair of Governors: Date:
(Boxgrove Primary Schools)

Chair of Governors: Date:
(Kidbrooke Park Primary Schools)

Executive Headteacher: Date:

Agreed October 2016

To be reviewed annually – Autumn 2017