



Eversley Primary School Charging & Remissions Policy

1. Introduction.

- 1.1 No charges are made for any activity deemed to be an integral part of the school curriculum.

2. Voluntary contributions.

- 2.1 There are occasions when the curriculum would be enriched by:
- School trips or outings.
 - Visiting professional groups or individuals.
- 2.2 In these instances parents will be invited to make a voluntary contribution towards the costs. Children whose parents are unable or unwilling to contribute will not be excluded from the activity or treated differently from any other child.
- 2.3 If the school does not receive sufficient voluntary contributions the trip or visit will be cancelled and all contributions received will be returned.
- 2.4 **Remissions:** Where parents are in receipt of Income Support, Income Based Jobseekers Allowance, Support under part IV of the Immigration and Asylum Act 1999 or Child Tax Credit (provided that Working Tax Credit is not also received) the school will contribute up to 50% of the cost of the trip per child. The onus is on the parent to apply directly to the school.

3. Residential visits

- 3.1 Eversley Primary is proud of the experience that Year 4, 5 and 6 children are offered to participate in residential trips. Parents are asked to pay the cost for their child. The costs do not include salary costs of any staff employed by Eversley. In order to enable all children to participate a scheme of payments is offered across a number of months. The children who do not choose to participate are provided with a programme of activities during the school day.
- 3.2 **Remissions:** Where parents are in receipt of Income Support, Income Based Jobseekers Allowance, Support under part IV of the Immigration and Asylum Act 1999 or Child Tax Credit (provided that Working Tax Credit is not also received) the school will observe its statutory requirement to remit in full the cost of board and lodgings for any residential activity that the school has organised for the pupil if the activity is deemed to take place within school hours. However, the Governing Body recognises that the cost of travel to residential visits may also be prohibitive to parents in receipt of the above listed financial support and therefore agrees that the school will contribute up to 50% of the cost of the entire trip per child. The onus is on the parent to apply directly to the school.

4. Swimming

- 4.1 Enfield LEA offer the school a course of swimming lessons for Year 5 children. This is an integral part of the school PE curriculum, the course and transport costs are therefore paid from the school budget.

5. Music Tuition

- 5.1 In Enfield EMS (Enfield Music Services) provide peripatetic music teachers for a range of musical instruments. These teachers visit Eversley in school hours. Parents are invited to book and pay for these lessons direct with EMS. EMS has a scheme for free lessons dependent on parents being in receipt of Income Support, Income Based Jobseekers Allowance, Support under part IV of the Immigration and Asylum Act 1999 or Child Tax Credit (provided that Working Tax Credit is not also received). We give parents information about EMS music tuition at the start of each academic year.

6. School Clubs

- 6.1 Many members of staff run lunchtime or after school clubs. We are grateful to the staff for doing this in their own time and no financial contribution is sought from parents.

7. Other after school activities

- 7.1 The school encourages outside organisations to hire the school premises to run a variety of programmes, outside school hours, for primary school age children. The school does not determine the fees charged to participants.

8. Lost or damaged school property

- 8.1 If school property including books, are wilfully damaged or lost through negligence, parents may be asked to pay the cost of repair or replacement.

9. Copies of school documents and policies

- 9.1 A charge may be made for copies or photocopies of school documents to cover printing costs.

There may be cases of family hardship which make it difficult for pupils to take part in other particular activities for which a charge is made. When arranging a chargeable activity the school will invite parents to apply in confidence for the remission of charges in part or in full. Authorisation of remission will be made by the Headteacher.

Reviewed – May 2018

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