



Charging and Remissions Policy

Cranleigh C of E Primary School

Date of Policy:
Schedule of Review:
Next Review Date:

Spring 2023
Annually
Spring 2024



1. Introduction

- 1.1 All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of swimming and individual or group music tuition.

2. Voluntary contributions

- 2.1 When 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. In line with the school's Educational Visits and Outdoor Education Policy parents/carers should be made aware that the contribution is not compulsory, and that the children of parents/carers who do not contribute may not be discriminated against.
- 2.2 It is permissible to ask parents/carers to contribute more than the minimum amount to subsidise those pupils whose parents/carers have not contributed. The School must liaise with carers of Children in Care to ensure that they are aware of funding available. In the last resort, the visit may have to be cancelled if there are not enough voluntary contributions and the shortfall cannot be made up.
- 2.3 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 via the School Fund in order to support the visit. Parents have a right to know how each trip is funded. The school provides this information on request.
- 2.4 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;
 - school trips;
 - musical events.

3. Residential visits

- 3.1 If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education. However, we do make a charge to cover the costs of board, lodgings, activities and travel expenses.
- 3.2 If a child is entitled to Free School Meals (FSM) the school may pay towards the child's board and lodgings. If parents are experiencing financial difficulty they are invited to write in confidence to the Headteacher.



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 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.

5. Swimming

- 5.1 The school currently organises swimming lessons for children in years 3, 4 & 5 (one term each). In order to fund these lessons, the school will charge the parents a small fee which is currently no more than £5.00 per session (for approximately 10 sessions per term). These lessons take place in school time and are part of the National Curriculum. We inform parents when these lessons are to take place, and for how many weeks their child will be having these lessons. We ask parents for their written permission for their child to take part in swimming lessons.

This policy also links with Education Visits and Outdoor Education Policy.