

CHARGING & REMISSIONS

INTRODUCTION

The underlying principle of provision of additional school activities at All Saints' is that it is free of charge, when taking place wholly or mainly during school hours. Such activities should be seen as an integral part of a broad and balanced curriculum for all pupils.

Additional activities may be funded by parents making a voluntary contribution towards the cost.

All payments to school are processed in compliance with the current MAT's Finance Policy.

VOLUNTARY CONTRIBUTIONS

Any activity, for example an outing or a visiting special event, which requires voluntary funding will be made clear to parents at the outset. Letters will be sent to the parents of all likely participating children, explaining the nature of the activity. Consideration will be given to the following:-

- the cost per child, to enable activity to take place
- that the activity will not take place if parents are reluctant to support it
- that there is no obligation to contribute
- that no pupil will be omitted if parents are unable to contribute

Funds could be raised by other means to limit the cost to be met by parents and the school budget. For example:-

- requests to the PTA Committee
- sponsored events in school
- other fund raising activities

No limit is put on the level of voluntary contributions which will be used to defray the costs of the outings.

DISCRETIONARY CHARGES

- activities outside school hours are chargeable eg theatre visits; extra-curricular classes or other activities deemed to be an optional extra as defined in the Education Reform Act.
- materials used at school are chargeable if the end product is to be taken home e.g. cooking, alternatively the child can be asked to provide ingredients.
- Extended visits (in school hours) - if the trip is longer than one day, board and lodging is chargeable
- Extended visits (outside school hours) - participation in any such trip organised by school is on a voluntary basis and all costs are chargeable to the parents.

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- Optional visits (in school hours) – the school occasionally offers optional trips, across the year groups, which are solely funded by parent contribution.
- The cost of providing instrumental music tuition individually or in a group not exceeding 5 pupils. Charges will not exceed the cost to the school of such tuition but may include the cost of hire or purchase of any musical instrument.
- Remissions - in a case of severe hardship the school may try to find additional funding to offer some assistance. In the case of residential activities within school hours, the Governing Body may remit part of the cost of board and lodgings for pupils whose parents are in receipt of certain benefits e.g. free school meals
- Accompanying adults - in order to facilitate all school trips, the Governing Body have agreed that the cost of adults should be included in the overall cost.

Version Control	
Date	Change
01.03.04	Policy Prepared
Jan 2008	Updated
Nov 2010	Revised in line with SCC policy
May 2012	Updated
May 2013	Reviewed - No change
May 2014	Reviewed - No change
May 2015	Reviewed - No change
May 2016	Reviewed - No change
November 2017	Reviewed – additional paragraph re: Optional visits
November 2018	Reviewed – additional paragraph relating to compliance with the M.A.T.'s Finance Policy
February 2020	Reviewed – Minor changes to Voluntary Contribution Section & Individual Music Tuition Charges
July 2021	Reviewed – No change
September 2022	Reviewed – No change
September 2023	Reviewed - No change