

# **Bishop Martin CE Primary School**

## **Charging and Remissions Policy**



**December 2023**

***Learning Together, in God's Love***

## **1. Introduction**

During the school day, all activities that are a necessary part of the National Curriculum and religious education will be provided free of charge. This includes any materials, equipment and transport to take pupils between the school and the activity. It also includes our school swimming and musical instrument tuition for individuals or groups.

### **The school day**

EYFS – Y2 8:45am to 12:00pm and 1pm to 3:30pm

Y3-Y6 8:45am to 12:30pm and 1.15pm to 3:30pm

## **2. Dinner Monies and Fees**

**Dinner money** charges are £2 per day (£10 per week)

### **Breakfast Club**

Children in EYFS-Y6: £5 per session (7.30am-8.45am Monday to Friday). If parents are eligible for Free School Meals there is no charge.

### **After School**

Children in EYFS-Y6: £10 per child, per full session (3:30pm-6:00pm Monday to Thursday), £9 per child per full session on a Friday (3:30pm-5:30pm) and £5 for a half session (3:30pm-4:45pm Monday to Friday). If parents are eligible for Free School Meals there is no charge.

Please note: there is a £3 Emergency booking fee if you book on the day.

## **3. Voluntary contributions from Parents/Carers**

Voluntary contributions may be sought for activities during the school day which entail additional costs, for example:

- visits to museums
- theatre groups
- school trips
- musical events
- sporting activities which require transport expenses
- outdoor adventure activities.;

Without sufficient voluntary contributions, a trip may be cancelled. 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. The governors have therefore decided residential activities will be paid for by grants, general fund raising and parental voluntary contributions.

Sometimes the school pays some of the 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.

#### **4. Optional activities outside of the school day**

Parents may be asked to pay the costs of optional activities which take place outside the school day, e.g. after school, evening sporting or musical events.

#### **5. Residential visits**

Special rules apply for residential activities. All families can be charged for the total cost of trips which take place mainly outside the school day e.g. Friday to Sunday.

Some families (generally those eligible to pay for school meals) can be charged for the board and lodging part of trips which take place mainly in school time e.g. Wednesday to Friday.

As only some parents can be charged, while others are exempt from charges (generally those eligible for free school meals), the governors have decided that no charges be made. Instead, residential activities will be paid for by grants, general fund raising and voluntary contributions. Without sufficient contributions a trip may be cancelled. 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.

Parents have a right to know how each trip is funded. The school provides this information on request.

#### **6. Lettings**

The Governing Body will consider any written applications for community use of the premises. Charges may be made for the use of the building or facilities. Please see Premises Hire Policy for further information.

#### **7. Monitoring and Evaluation**

A standard planning proforma will be completed for all activities paid for by grants, general fund raising and voluntary contributions. These will be filed in the school office and monitored at least annually by school governors to assess the impact of this policy.

#### **8. Review**

The governors will review this policy annually.