

# Ouston Primary School

## Charging and Remission Policy



Review Date: Summer Term 2024  
Review by: FGB/HT/Chair of Governors  
Next Review date: Summer Term 2025

## **1. Introduction**

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum or for the supply of any materials, books, equipment or ingredients required during school hours.

## **2. Voluntary Contributions**

When organising trips or visits to enrich the curriculum, the school invites parents to contribute to the cost. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not made any contribution. We do not treat these children differently from any others.

The school does invite parents and others to make voluntary contributions towards school funds in support of a specific project. The following is a list of examples of additional activities, organised by the school, which require voluntary contributions from parents/carers. These activities are known as "optional extras".

- Visits to museums or art galleries;
- Visits to or from theatre companies;
- Sporting activities which require transport expenses.

## **3. Residential Visits**

If the school organises a school visit in school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education or travel expenses. However, we do make a charge to cover the costs of board and lodging. Parents in receipt of state benefits may be exempt from payment. No charge is made for transport during school hours to places where education is provided by the Local Authority.

## **4. Music Tuition**

All children study music as part of the normal school curriculum. We do not charge for this. Where children receive additional music tuition in school there will usually be a charge for both lessons and the hire of a musical instrument.

## **5. Swimming**

The LA organises swimming lessons for children in Year 4 and booster lessons, sometimes, for Year 6 children who need them. These take place in school time and are part of the National Curriculum. We therefore make no charge for this activity. We inform parents when these lessons are to take place, and we ask parents for written permission for their child to take part.

## **6. Out of School Hours Learning**

Where possible we try to ensure that out of school hour learning activities are free. We are able to do this by our school staff giving generously of their time and expertise. Where we need to use an outside agency, for example a gymnastics or football coach, there will usually be a charge for this activity/club. We will try to keep weekly payments to no more than £2 for such activities.

## **6. On-line payment facility**

To ensure parents/carers have flexibility and choice of payment methods, the school has introduced an on-line payment facility that enables all payments to be made via debit or credit card. Further information can be accessed at [www.schoolmoney.co.uk](http://www.schoolmoney.co.uk)