



Palace Fields Primary School Charging and Remissions Policy

1. Introduction

1.1 All the education we provide for children from Reception to Year Six during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum.

2. Voluntary contributions

2.1 When organising school trips or visits to enrich the curriculum and the educational experience of the children, 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 paid any contribution. We do not treat these children differently from any others.

2.2 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 in order to support the visit. Parents have a right to know how each trip is funded, and the school provides this information on request.

2.3 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 or by a theatre company;
- school trips abroad;
- musical events.

3. Residential visits

3.1 If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the National Curriculum, we ask for a voluntary

contribution to meet the cost of the education, travel expenses and to cover the costs of board and lodging. Parents who receive some state benefits will receive a subsidy for this charge. If we cannot raise sufficient funding through these voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

4. Swimming

4.1 The school organises swimming lessons for all children from Y2 upwards. These take place in school time and are part of the National Curriculum. We inform parents when these lessons are to take place, and we seek the parents' written permission for their children to take part. In addition to this we ask for a voluntary contribution of £3.00 per term to meet the cost of using public transport as required.

5. Remissions

5.1 Where parents are in receipt of income support or family credit, the Governing Body will offer to remit a proportion of the cost for any residential activity, which is deemed to take place in school hours, or where it forms part of the syllabus for the National Curriculum.

6. Monitoring and review

6.1 This policy was drawn up following guidance from Cheshire West and Chester. Staff will review it every two years, in line with our Policy Review Cycle, unless there are significant changes and therefore a need to review it sooner.

Approved by: _____
Chair of Governors

Headteacher

Date: _____
