

Hindley J and I School



Charging and Remission Policy

October 2019

To be reviewed: October 2020

Mr S. Wallace (Headteacher)

Mr G. Doubleday (Chair of Governors)

Philosophy

At Hindley J & I we recognise the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards our pupils' education.

We aim to promote and provide such activities as part of our wider curriculum for the pupils of our school.

This policy describes how we will do our best to ensure a good range of visits and activities is offered at Hindley J & I School and, at the same time, try to minimise the financial barriers which may prevent some pupils taking full advantage of the opportunities.

Introduction

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum. We may ask for voluntary contributions, and if not enough money is raised, certain trips/visits may have to be cancelled.

School Meals

A daily charge is made for school meals which should be paid in advance on a weekly or monthly basis. Parents in receipt of certain benefits may be eligible to claim Free School Meals for their child. Further details are available from the benefits office; school cannot deal directly with any requests however we will do our best to help in any way on a confidential basis. Wigan Council informs the school directly to confirm eligibility for Free School Meals.

Tuck Shop/Snack Shack

The Tuck Shop/snack shack is available every day at play times for children to purchase healthy snacks. The costs per item are calculated so we charge the same as we pay for the supplies.

Swimming

No charge is made for swimming lessons as this is part of the National Curriculum however a small contribution is required to cover the costs to the school for changing room supervision for our Key Stage 2 class who swim at the local swimming pool. Parents who are entitled to certain benefits are invited, in the initial swimming letter they receive, to apply in confidence to the Headteacher for remission of these charges.

Breakfast Club

Charges are made for those parents who choose to use our Breakfast Club. This covers the costs of staffing, supplies, craft materials, toys etc. No charge is made for pupil premium pupils if it is agreed by the Headteacher that a place is Breakfast Club is appropriate.

After School Clubs

If the club is provided by school staff, there is no charge made for after school clubs. If the club is run by an external provider, the charge will be made clear before the club commences. The charge is dependent on the provider. If payment is outstanding from previous clubs, we withdraw the opportunity to join a future club until the debt is paid.

Replacement Books

If a school reading or library book is lost or damaged, a small charge will be made to contribute towards the cost of a replacement.

Music Lessons

A charge is made to cover individual or small group music lessons. This charge is paid via school to Wigan Music Service and no profit is made.

Whole class lessons i.e. Wider Opportunities in Key Stage 2 is provided free of charge and are subsidised by school.

Tickets

Throughout the year we hold various events which we sell tickets for e.g. Halloween Disco, Father Christmas Grotto, Valentine's Disco etc. After all the supplies have been purchased the remaining profit is paid into our Voluntary School Fund which pays for visits and events throughout the year which we hold in school without charge to our parents e.g. pantomime, themed week visitors etc.

We do not charge for our Christmas Productions as we do not purchase the performer licence.

Voluntary Contributions

School trips, visits and activities enhance our pupils' learning and broaden their knowledge and experience. The school invites parents and carers to contribute towards the cost of the trip which are calculated by totalling up the whole costs of the visit including transport and dividing by how many pupils are in the class, regardless of whether they are eligible for Pupil Premium or not. All contributions are voluntary and will not exceed the total cost of the visit. No pupil will be excluded from an activity because his or her parents cannot or will not make a voluntary contribution.

If insufficient contributions are received, it may be necessary to cancel a trip if the cost to school becomes prohibitive and this is detailed on the initial trip letter sent out to all parents/carers.

The opportunity to pay in instalments will be offered to parents/carers who wish to pay this way.

School staff aim to reduce the costs to our parents and carers wherever possible. They are especially mindful when booking visits of the cost implications and choose free or low cost trips to enhance their learning.

Our annual residential for Year Six provides our children with excellent opportunities and we review the costs for our parents and carers each year to ensure they receive good value for money. Any child who is entitled to Pupil Premium is not expected to pay for the trip.

Exception on a Payment

School may make an exception on a payment we would normally expect to receive under the charging policy in the following circumstances:

- ✓ **School Visits Out/Visitors In-** No individual pupil will be excluded from an activity because his or her parents/carers cannot or will not make a voluntary contribution.