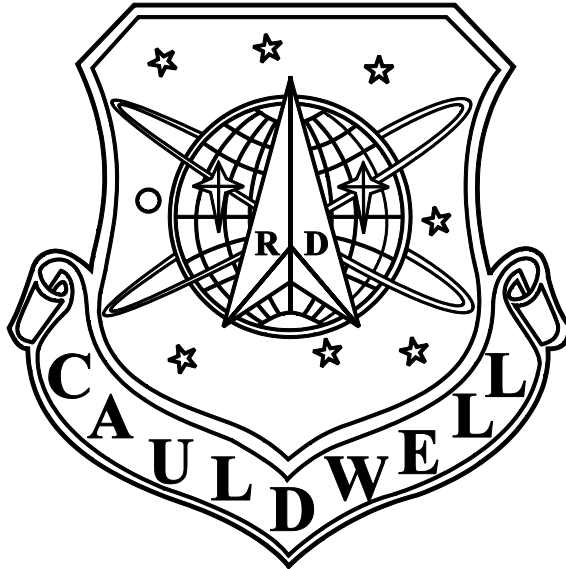


# Cauldwell School



<b>SH007</b>	<b>Version 1</b>	<b>Charging and Remissions Policy</b>	
<b>Co-ordinator:</b>	Nina Boland		
<b>Link Governor:</b>	Steven Lambert		
<b>Approval:</b>	Local Governing Body		
<b>Document Location:</b>	<ul style="list-style-type: none"><li>• Staff Handbook Folder on VLE</li><li>• School website.</li></ul>		
<b>Review Frequency:</b>	Annual	<b>Review Date:</b>	Summer Term 2018

**Document History:**

<b>Version</b>	<b>Description</b>	<b>Date</b>	<b>By</b>
1.0	Reviewed by co-ordinator, no amendments needed.	17/05/2017	NB
1.0	Approved by FGB.	24/05/2017	Gov's

# Charging and Remissions Policy

## Introduction

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual music tuition.

## Voluntary Contributions

- When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If the trip goes ahead, it may include children whose parents have not paid any or only a part contribution. We do not treat these children any differently from any others.
- 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, Pupil Premium may be allocated to support the funding. Parents have the right to know how each trip is funded. The school provides this information on request.
- The following is a list of additional activities organized 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 the Theatre
  - Visits by Theatre Groups/Workshops
  - School Trips Abroad
  - Residential Visits
  - Musical Events
  - School Trips for Curriculum Development
  - Trips to provide additional Experiences

## Residential Visits

If the school organises a residential visit a payment plan will be organised with the parents/carers to cover the cost of any workshops, travel, board and lodgings. Any parents or legal guardians who are experiencing financial difficulty will be encouraged to approach the school where we will seek to find assistance with the charges. In most cases the parents will be expected to make a nominal contribution. The Pupil Premium may be used to support funding.

## **Music Tuition**

All children study music as part of the normal school curriculum. We do not charge for this.

There is a charge for individual or group music tuition if this is not part of the National Curriculum. Where children receive tuition from peripatetic staff, either individually or in a group activity there is a direct contract between the providing organisation and the parent.

## **Extracurricular Activities**

Many extracurricular activities are run by the staff and we ask parents for a £1 voluntary contribution.

The school does offer other extracurricular opportunities hosted by external agencies. There is normally a charge to participate in these groups.

Review Annually

Next Review date June 2018