

Norden Community Primary School

CHARGING AND REMISSIONS POLICY

OVERVIEW

The education we provide wholly or mainly during school hours will be free but on some occasions a 'voluntary' contribution towards the cost of an activity may be requested by the school. Parents are free to decide whether or not to contribute. This policy sets out the principles upon which the school will operate charges and remissions

OBJECTIVES

1. To make clear what will be provided without charge and what will be offered with a charge being made.
2. To clarify what is meant by any request for voluntary contributions.

STRATEGIES

1. No charge will be made for admitting pupils to school.
2. Transport or admission costs for swimming lessons or sporting activities/events etc. during school hours will be met by the school.
3. The school may request voluntary contributions towards the cost of some activities planned during school hours.
4. Where parents are asked to make a voluntary contribution towards the cost of an activity which takes place during school hours, or to school equipment or school funds, the contribution will be genuinely voluntary. Pupils of parents who are unable or unwilling to contribute will not be discriminated against.
5. When there are insufficient voluntary contributions to make an activity possible, and when there is no way to make up the shortfall, it will be cancelled.
6. On residential trips that take place wholly, or mainly, during school hours, the school will charge for the cost of board and lodging at the actual cost of the provision.
7. Children whose parents are in receipt of some specific support payments will, in addition to having a free school lunch entitlement, also be entitled to the remission of these charges. A similar entitlement will apply when the trip takes place outside school hours but where it is necessary either as part of the national curriculum or the syllabus for religious education.

8. Visits to places of worship as part of the RE syllabus will not be charged for.
9. Where music tuition or singing tuition is not an essential part of the national curriculum, charges may be made.
10. Charges are made in respect of additional hours/services taken by nursery pupils over and above their statutory entitlement. These charges are reviewed annually and are attached in appendix 1

OUTCOMES

The funding of activities will be a clear and open process understood by all. We intend that our charging and remissions policy will be in line with that of the LA and that it will meet the requirements of the law.

Revised and adopted by the Governing Body Sep 2017

APPENDIX 1

Nursery Provision Information Sheet

Your child is now entitled to 15 hours free nursery provision and at Norden Community Primary School's Nursery, in order to make this provision as flexible as possible we offer a morning or afternoon teaching session with the availability of wraparound care at breakfast, lunch or tea time.

Morning

Session	Times		Cost per day
Breakfast	8.00am – 08.30am	Up to ½ hr additional care plus breakfast	£4.00
Morning	8.30 am – 11.30am	This includes a free healthy snack	

Lunch	11.30am – 12.15pm	Includes ¾ hr additional care plus lunch	£3.60
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Afternoon

Session	Times		
Afternoon	12.15pm – 3.15pm	This includes a free healthy snack	
Late	3.15pm – 4.00pm	Up to ¾ hr additional care plus tea (light snack)	£4.00

If we have the availability, we do offer extra hours of nursery provision at £4.80 per hour or part thereof (plus meals as applicable) and a 'school hours' package (8.30am – 3.15pm including lunch) for £90.00 per week. This is dependent on available places and in negotiation with the Nursery Manager.

Morning and afternoon sessions are with nursery practitioners, wraparound care (breakfast, lunch and tea) are with Teaching Assistants/support staff.