

Ingatestone Infant School

Charging and Remissions Policy

1 Introduction

- 1.1** 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 or group music tuition.

2 Voluntary contributions

- 2.1** 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 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. 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 the theatre;
 - school trips;
 - workshops at school;
 - musical events.
 - Milk from age 5

3 Extra-Curricular Activities

- 3.1** The school offers some additional extra-curriculum activities. Qualified coaches, teachers or instructors, who are not members of the school staff, run and organise these sessions. The organising body make an appropriate charge for these sessions.
- 3.2** From time to time volunteers run clubs afterschool i.e. singing, dancing. It is the school's policy that a charge of £1 a week is made to ensure commitment by those attending. This money is put into the School Fund account and can be used to support club activities.

4 After School Club

- 4.1** Wright Start will be offering an after school club on the school premises. The after school club will run from 3pm to 6pm Monday to Friday term time only. Wight Start will have use of the Kitchen, Pink Room, Toilets off the Pink Room, the Hall when not in use for other activities and also the outside space subject to weather conditions.
- 4.2** The Headteacher initially made a nominal weekly charge whilst the club got established. This charge is reviewed each year and is now more in line with market rates.
- 4.3** This is an ongoing arrangement to be periodically reviewed.

This policy was reviewed in May 21

This policy is due to be reviewed in: May 23