

## Summerhill Infant School

*Inspiring, nurturing and supporting each child, every day to develop citizens for the future.  
Our School lays the foundation for a lifetime love of learning*

### Charging and Remissions Policy

#### Introduction

All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the Foundation Stage or National Curriculum.

#### Voluntary contributions

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites Parents/Carers to contribute to the cost. All contributions are voluntary. If we do not receive voluntary contributions equivalent to 80% of the cost, we may have to cancel a trip or the next educational visit planned with the class if a cancellation fee is incurred. If a trip goes ahead, it may include children whose Parents/Carers have not paid any contribution. The school will give Parents/Carers at least two weeks' notice of planned educational trips and visits. The school will give Parents/Carers an annual estimate of the cost of trips in September.

#### Pupil Premium Funding

All pupils who are eligible for Pupil Premium funding will be exempt from making voluntary contributions for educational visits. The school will make these contributions using the pupil premium grant. Any calculations on voluntary contributions received will include this group of pupils and the school's contribution.

If a Parent/Carer wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we will allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents/Carers have a right to know how each trip is funded, and the school provides this information on request. Parents/Carers are also given the option of paying the contribution over a period of time.

Accompanying adults' charges will be met from school funds.

On request Children eligible for Free School Meals are entitled to a Free Packed Lunch and on request all other children are entitled to a Universal Infant Free Packed Lunch.

The following is a list of additional activities, organised by the school, which require voluntary contributions from Parents/Carers. This list is not exhaustive:

- Visits to museums, farms, the seaside
- Sporting activities which require transport expenses;
- Visits to or by a theatre company;
- Musical events

## Out of Hours Learning

There may also be a charge to cover the costs of Tutors/Coaches who run classes after school.

Pupils eligible for Pupil Premium funding will be exempt from charges to cover the costs of Tutors/Coaches who run classes after school.

## Monitoring and review

This policy is monitored by the Governing Body.

Agreed with staff	Agreed by FGB	Review Date	Reviewed	Review Date	Reviewed
	Dec 2014 Dec 2015	Dec 2015 Dec 2016	Feb 2017	Feb 2018	Feb 2018
Review Date	Reviewed	Review Date	Reviewed	Review Date	Reviewed
Feb 2019	April 2019	April 2020	May 2020	July 2020	July 2020
Next Review	Reviewed	Next Review	Reviewed	Next Review	Reviewed
July 2021					