



CHARGING AND REMISSIONS POLICY FOR SCHOOL ACTIVITIES

Approved by the Governing Body at their meeting on 9th October 2024

Chair of Governors, Jane Jones
Signed



WS Learning Outside the Classroom

Feeding an appetite for learning

East Preston Infant School is a Rights Respecting School. All pupils, staff and visitors have the right to be healthy, safe, educated, listened to and treated fairly. These principles are at the heart of our school ethos, and our policies and practices support these rights. We are committed to equal rights, mutual respect and shared responsibility.

In this Policy we specifically recognise the following articles from the UN convention on the Rights of the Child:

Article 3 – The best interests of the child must be a top priority in all things that affect children.

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1. Introduction

1.1 East Preston Infant School provides many opportunities for its pupils to enrich and enhance their experience through Learning Outside the Classroom (LOtC). This encompasses both on-site and off-site learning, environmental studies, sports, physical and cultural activities, business visits, conference and adventurous activities.

1.2 The value of LOtC is well recognised by the Governing Body and fully supported throughout the school.

1.3 The purpose of this policy is to provide clear information about charging and voluntary contributions for East Preston Infant School activities.

2. Voluntary Contributions

2.1 In general no charge can be made for admitting pupils to maintained schools. Where education is provided wholly or mainly during school hours, it should be free.

2.2 It is therefore not possible to levy a compulsory charge for transport or admission costs for swimming lessons or for visits to museums, etc. during school hours.

2.3 East Preston Infant School follows the *West Sussex Policy for Charging for School Activities* that mirrors the information given in the Department for Education's advice document published in May 2018 (<https://www.gov.uk/government/publications/charging-for-school-activities>) and should be read in conjunction with the information provided in the National Guidance www.oeapng.info.

2.4 No compulsory charge will be made for any activity which takes place during school hours.

2.5 Any contribution is entirely voluntary, and the pupils of parents/carers who are unable or unwilling to contribute must not be discriminated against. However, where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then the activity may be cancelled.

3. Arrangements

To ensure good practice and compliance with the necessary regulations it is expected that:

3.1 All letters regarding contributions for school activities will make it clear that these are voluntary and that children of parents/carers who do not contribute will not be treated differently.

3.2 If any parents/carers have any financial difficulty (no pupil will be prevented from taking part) they are welcome to talk to the Headteacher who will come to an agreed arrangement.

4. Residential Visits

4.1 The school does not run any residential activities.

5. Music Tuition

5.1 There will be no charge for musical tuition if the teaching is an essential part of either the national curriculum or a public examination syllabus or is provided under the first access to the Key Stage 2 Instrumental and Vocal Tuition Programme.

5.2 For other musical tuition, charges will be made for individuals or groups to play a musical instrument, and for the hire and repair of instruments which are used for instrumental tuition at school.

5.3 No charge will be made in respect of a pupil who is looked after by the local authority (within the meaning of section 22(l) of the Children Act 1989).

6. Damage to School Property

If deemed necessary by the Governors and the Headteacher, parents may be asked to pay for the cost of broken equipment, damaged school property and defaced, lost or damaged school materials where this is a result of a child's misbehaviour.

7. Monitoring and Review of Policy

The Governing Body will review this policy every 3 years, and as necessary due to any changes in legislation.