



**Stockton-on-Tees**  
BOROUGH COUNCIL

**LEVENDALE SCHOOL**  
**Charging & Remissions Policy**



November 2020 (initial policy from 2014, reviewed annually)

Approved by Governors, November 2020

Signed: \_\_\_\_\_ (Chair)

## **Policy Statement**

At Levendale Primary School, we believe that all pupils should have an opportunity to benefit from a wide range of curricular and extra-curricular activities independent of their parents financial means.

The purpose of the policy is to describe how we can best ensure these benefits while at the same time measuring the financial barriers which may prevent some children from taking full advantage of the opportunities provided.

All education during school hours is free. We do not charge for any activities undertaken as part of the National Curriculum. Charges will be made however for small group or individual music tuition, usually delivered through peripatetic music teachers (e.g. Tees Valley Music Service).

## **Voluntary contributions**

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. 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.

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. School occasionally subsidises the cost of each visit to limit the contributions requested. Parents have a right to know how each trip is funded. The school provides this information on request.

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

- visits to museums
- transport
- sporting activities which require transport expenses
- outdoor adventure activities
- visits to or by a theatre company
- school trips
- musical events

## Residential visits

If the school organises a residential visit in school time, or mainly in school time, we aim to make the payments as flexible as possible in order to promote access of the activity to as many pupils as possible. Wherever possible payment plans are offered to allow parents to pay more substantial amounts over a longer period of time. If any parents are experiencing financial difficulty with the payments, they are invited to speak in confidence with the Headteacher. Parents/carers, including those who are in receipt of certain benefits and therefore within the Pupil Premium category, may be offered the option to make a reduced payment depending on circumstances. Again, the contributions requested for the activities and transport included in residential visits are voluntary: it is made clear to parents, however, that without sufficient voluntary contributions the residential visit would be unable to go ahead.

## Music tuition

All children study music as part of the normal school curriculum and no charge is made for this. There is a charge for individual or small group tuition since this is an additional curriculum activity and not part of the National Curriculum. Again, Pupil Premium children will be considered for a reduced payment option. These sessions are taught by peripatetic music teachers from Conyers School or The Tees Valley Music Service. Parents are informed about opportunities for peripatetic music teaching at various times across the year.

## Swimming

The school organises swimming lessons for children in Years 3, 4 and 5. These take place in school time and are part of the National Curriculum. We therefore make no charge for this activity. **Swimming is currently not offered due to COVID restrictions.**

## Extended School Activities

The school offers a range of additional activities after school. Where these are run by school staff, there will be no charge unless consumables are used as part of the activity. Where an adult who is not a member of school staff runs a club or activity, a charge may be made either by the school or by the organiser. This charge may not be the same for different clubs. **There are currently no after-school clubs running due to COVID restrictions.**

## Calculating charges

Charges are based on the actual cost to the school, divided by the number of pupils expected to participate in the activity. There is no levy on those who do make a voluntary contribution and shortfalls are therefore made up from School Fund, the PTA fund (where approved by the Committee Members) or other

sources. There is a finite amount of shortfall that can be accommodated from these sources however, and therefore the school reserves the right to cancel an activity, event or trip if insufficient voluntary contributions are received.

### **Monitoring and review**

This policy will be reviewed annually and updated as necessary. Next review date is Autumn 2021.