



**MAPLE GROVE PRIMARY SCHOOL**

# **CHARGING and REMISSIONS POLICY**

**REVIEWED: SEPTEMBER 2015**

## **CHARGING POLICY**

### **School Outings and Educational Visits**

School Outings and Educational Visits are arranged to enhance work in the classroom. We keep costs to a minimum and divide the actual costs by the number of children in the group. The school makes no profit in the process.

To help cover transport and admission costs, we request voluntary contributions from parents. However if contributions are not forthcoming such a visit may have to be cancelled. Where a trip does go ahead, no child is ever excluded on the basis of an inability to pay. Where families are suffering financial hardship, they are urged to contact the school in confidence to discuss some contribution and/or easy ways to pay.

There are times when children do go out of school, properly supervised, where transport is not needed (e.g. to visit the local secondary schools; to visit a local building of interest) and where no costs are incurred. New parents are asked to complete a form giving consent for such visits for the whole of the child's time in the junior school (existing parents will already have completed these.)

### **Visiting Performers, Theatre Groups and Experts**

We welcome such visitors into school each year as they provide valuable and often exciting experiences for our children. Again we may ask for voluntary contributions from parents, although we do pay for, or subsidise some events.

We believe swimming to be of vital importance, providing the children with the opportunity to become more confident in the water and to extend their water skills beyond the statutory National Curriculum requirement of being able to swim a distance of 25 metres. Each child swims for 9 lessons per year and the cost includes the swimming coach and transport to the pool.

### **Year 6 Residential Trip**

Payment in full is required for each child to attend. Parents are encouraged to pay by instalments, and the school has a payment card to record this. Prices vary but parents will be given notice of the cost as soon as the visit has been organised.

### **Photos**

Individual team and some group photos are taken during the year. Details of purchasing photographs are sent home with the proofs.

### **Dinner Money**

Dinner money should be sent in a marked envelope containing the correct money. (£2.00 per day) at the beginning of the week for the number of days your child intends to have a school dinner that week. Cheques should be made payable to 'Maple Grove Primary School'

## School Discos

School discos are held on a regular basis to provide enjoyable social occasions for the children. These incur admission costs that contribute to school funds. As this is an extra-curricular event it is a charged event.

*Please note that receipts will only be issued where the amount, for any one purpose, exceeds £30.00 or upon request. The money should always be sent in a clearly marked envelope with the child's name, class and purpose written on the outside. This should then be given straight to the teacher with any reply slip requesting the money.*