



# Onslow Infant School

## Charging & Remission Policy

**This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment**

### Policy Review

This Policy reviewed & adopted March 2023

The Policy will be reviewed in March 2026

By the Finance, Staffing & Premises Committee – Onslow Infant School Governing Board

## **Statement of Policy**

Onslow Infant School aims to value each pupil as an individual and enable them to achieve their full potential through a wide variety of opportunities and experiences. This document sets out the school's policy for charging for the provision of this wide variety of opportunities and experiences. Whilst the intention is to apply the policy equally in order to promote fairness, every effort will be made to ensure that no child is prevented from participating because of financial circumstances.

### **1. Day Trips**

- 1.1 Charges levied for day trips will represent the actual cost of providing the trip including transport. No profit will be made.
- 1.2 Where the trip occurs during the school day, parents will be asked for a voluntary contribution to cover the cost of their child's participation.
- 1.3 Every effort will be made to ensure that the voluntary contributions are made but, if insufficient funding is received, the school reserves the right to cancel the trip.
- 1.4 Once a trip has been paid for, there will be no reimbursement for absentees on the day.
- 1.5 Where a child may be prevented from participating in an outing because of financial hardship, consideration should be given to reducing the voluntary contribution expected. Parents who would qualify for support are those who meet the free school meal eligibility criteria. Any shortfall is to be met from the School Fund.
- 1.6 Where sponsorship or donations have been received towards the cost of the trips, it is for the school to decide how to use them. Contributions may be offset against the cost of the trip as a whole or used to reduce or remit the charge for individual children who would be unable to participate because of financial hardship.
- 1.7 Children will be treated equally regardless of the amount of voluntary contribution made by their parents.

### **2. Experiences offered in School**

- 2.1 Each phase is responsible for providing enhanced learning experiences within school.
- 2.2 The cost of providing these experiences is to be met by a voluntary contribution sought from parents of children within the phase who will benefit. The school will subsidise where possible from either the phase budget or school fund.
- 2.3 It is not expected that there will be any profit made.
- 2.4 Where voluntary contributions are sought, the school reserves the right to cancel if insufficient funding is received.
- 2.5 No child is to be prevented from participating because a voluntary contribution has not been received but parents will be encouraged to pay.
- 2.6 Once a voluntary contribution has been made, there will be no reimbursement for absentees on the day.

2.7 Children will be treated equally regardless of the amount of voluntary contribution made by their parents.

### **3. Residential Trips**

This is currently not applicable at Onslow Infant School.

### **4. Contribution to the School Fund**

4.1 The school fund exists to enhance the learning experiences of the children at Onslow Infant School. It could be used to provide, for example, visits from theatre companies or curriculum related workshops.

4.2 Parents are asked to make voluntary contributions to the School Fund, all pupils will be treated equally regardless of whether we receive contributions; the suggested contribution is increasing to £35 annually from September 2023 per child for the duration of their time at Onslow Infant School.

4.3 If an activity cannot be funded without voluntary contributions it will be cancelled.

4.4 The school may charge for clubs run by school staff outside of normal school hours that are not part of the National Curriculum. Any charge made will be to cover materials, resources or staff charges and the overall cost will be divided by the number of pupils participating. No profit will be made.