

Kentmere Academy and Nursery

Charging and remissions policy



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Vision, Mission and Values of Kentmere Academy

We are proud to be a happy, diverse and inclusive school where everybody matters.

- **H**elping to challenge, inspire and motivate each other.
- **A**iming high, achieving excellence.
- **P**romote and value excellent progress.
- **P**ositive contributions to the school and wider community.
- **Y**OU CREATE YOUR OWN FUTURE!

Our Mission

To provide a dynamic and innovative learning community that is committed to achievement and empowers students to be the best they can be.

Introduction

At Kentmere Academy we aim to provide an exciting and inspiring curriculum with a variety of extra curricular opportunities. 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 National Curriculum, with the exception of some individual or small-group music tuition.

School Trips/Visits and Activities during school time - Voluntary Contributions

When organising trips, visits or activities to enrich the curriculum and the educational experience of the children, the school invites parents and carers to contribute to the cost. All contributions are voluntary. If sufficient voluntary contributions are not received the proposed event will be cancelled, unless school is able to meet the financial shortfall. If a trip does take place each child will be allowed to participate fully without discrimination, irrespective of contribution circumstances.

School subsidises all trips to ensure that parental contributions are kept to a minimum and on occasions may pay additional costs in order to support the visit. Parents and carers have a right to know how each trip is funded, and 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 and carers. These activities are known as 'optional extras'. This list is not exhaustive:

- residential visits
- visits to museums
- outdoor adventure activities
- visits to or by a theatre company
- visits by artists for specific activities

Parents/carers are notified by letter of any proposed trips taking place throughout the year and the cost per pupil for each visit/activity.

Music tuition

All children study music as part of the school curriculum. The school Brass Group also has a weekly lesson, as does the drum club. School does not charge for either of these activities.

Individual or small-group music tuition can be provided if requested by parents/carers if the demand is sufficient. Since this is an additional curriculum activity, and not part of the National Curriculum, these individual or small-group lessons are taught by peripatetic music teachers and a charge for these lessons may be incurred by parents/carers.

Swimming

School organises swimming lessons throughout the academic year for pupils in Year 4. These take place in school time and are part of the National Curriculum. We make no charge for this activity. School pays for transport costs, tuition fees and hire of the pool. We inform parents and carers when these lessons are to take place, and we seek the written permission of parents or carers for their children to take part.

After-School Clubs

School offers a wide range of additional activities after school. Some of the clubs are run by staff on a voluntary basis and there is no charge to parents or carers for these activities. For clubs requiring an external provider school does not always make any charge to cover the cost of these sessions. At times a cost will be necessary.

Transport to Sporting Events

If children are transported in a minibus to an extra-curricular activity there is no additional charge for the transport costs. School subsidises all transport costs for extra-curricular activities.

Breakfast Club

School currently makes no charge for children who attend the Breakfast Club.

School/Staff/Visitor Meals

School Meals

School follows guidance from the Local Authority on the price of school meals and increases prices in conjunction with the Local Authority. The Governing Body insists that payment for school meals is made in advance of the service provision to reduce the risk of debts. Letters are issued on a weekly basis for any outstanding monies. Parents/carers are notified in writing if a decision is made to revoke the provision of school meals due to outstanding debts.

Refunds of any dinner money paid will only be reimbursed when confirmation has been received in school, direct from the Local Authority, that children are now entitled to Free School Meals. Parent/carers must sign for any refund of monies and are issued with a receipt. A copy of the receipt is held in the school office. Charges for a school meal with effect from September 2015 are £2.00 per day/£10.00 per week.

Visitors Meals

Visitors to school are welcome to a school meal if they so wish. A charge of £2.90 per meal will be charged for the service provision.

Christmas Parties

All pupils are invited to Christmas Party Lunch. Pupils who do not normally stay for school meals will be charged the daily rate of a school meal for this day. As at September 2015 the daily charge for a school meal is £2.00. Individual class Christmas Parties are organised and parents will be notified in advance of how they can contribute to the event – in some cases this is via a financial contribution and in others, by bringing in party food.

Healthy Eating

School provides all pupils with a free piece of fruit each day. In addition all Key Stage 1 children received a free carton of milk each day.

Loss or Damage

Governors reserve the right to ask parents to pay for the cost of replacing items such as:

- Damaged or lost text/reading books - £5.00
- Any item damaged as a result of unsatisfactory pupil behaviour

Late Collection of Children

Charges for late collection of children from school or after-school clubs are set at £10.00 per child after the third late collection, as detailed in the Safe Collection of Children Policy.

Lettings

The Governing Body follow directions from the Local Authority regarding the use of school premises.

Remissions

The Governing Body may from time to time decide to remit all or part of the cost of activities involving particular pupils. The Governing Body will invite parents to apply in confidence for the remission of charges. Authorisation of remission will be made by the Headteacher or Deputy Headteacher on behalf of the Governors. All parents, however, will have the right of appeal to the Governing Body, normally represented by the Chair or Vice Chair of Governors.

Monitoring and review

This policy will be monitored and reviewed on an annual basis by the Headteacher in consultation with staff and the Governing Body. It will review all terms and conditions set out in the Lettings Policy and Service Contracts, reviewing all current charges and implementing necessary price increases.

Signed: 

S Isberg (Headteacher)

Signed: S Day (Chair of Governors)

Review September 2018



Date: September 2017

Agreed by the Governing Body: September 2017