



West Jesmond Primary School

Charging and Remission Policy

Revision Record of Published Versions			
Author	Revision Date	Version	Status
West Jesmond Primary	1.9.23	6.0	Annual review and update

Educational Visits, Field Trips and visits to school by external providers

In order to offer our pupils a wide variety of activities we will sometimes need to ask parents for a voluntary contribution towards additional costs. Voluntary contributions may be requested in respect of:

- a field trip (e.g. visit to a site of historical or geographical significance)
- an educational visit (e.g. museum etc.)
- on site visit by an external provider (e.g. theatre performance)

Voluntary contributions help to cover the cost of transport by coach or metro and any entrance costs incurred by the school. Voluntary contributions towards on-site visits by external providers help to cover the cost of their transport to West Jesmond Primary and daily rate for the services provided. **No child will be excluded from these activities if contributions are not made.**

Residential Visits

Residential visits require a non-refundable deposit to be paid in advance and the balance settled in full before departure. This payment covers board and lodging, beyond the duration of the normal school day. Parents in receipt of the following benefits will be exempt from paying the cost of board and lodging, during a residential visit:

Music Tuition provided by NEMCO (North East Music Co-operative) and external providers

There are opportunities for children in years 3 to 6 to play stringed, woodwind or brass instruments. Lessons are normally 30 minutes and will take place in school time. On average, children are taught in groups of 3 or 4, although there are occasions when this will vary.

Lessons are taught by visiting teachers and parents are billed for tuition fees directly.

Subject to availability, school will cover the fees of pupils who are eligible for free school meals. Please contact Ms Nikki Corbett, in the school office, to discuss subsidised music tuition.

Please note no charge whatsoever will be made for music tuition in respect of a pupil who is looked after by a local authority (within the meaning of section 22(l) of the Children Act 1989).

Information on NEMCO charges can be found at:

<http://www.nemco.org.uk/fees.html>

Children on the FSM Ever 6/Pupil Premium Register

Where a child is on our Ever6 Pupil Premium register, costs for all of the above activities can be paid for through the Pupil Premium Grant.

These pupils can also access funds from the school to take part in activities outside of school as long as they have been approved by the school.

Parents/carers of these pupils will be informed by letter at the start of each academic year.

At times, some families may be unable to afford to pay in full or in part for an activity inside or outside of school hours. The Headteacher reserves the right to waive charges if he/she feels it may cause undue financial burden on any given family.

We firmly believe that we should be supporting every child to achieve their full potential, socially, physically, morally and educationally and providing additional activities is an important aspect of this. The contributions made by parents towards these activities can be vital to them continuing. We will continue to make charges and ask for voluntary contributions where appropriate, always taking care that this is done sensitively.