

West Jesmond Primary School

Charging and Remission Policy

| Revision Record of Published Versions | | | |
|---------------------------------------|---------------|---------|--------------------------|
| Author | Revision Date | Version | Status |
| West Jesmond Primary | 12/3/2012 | 1.0 | Annual review and update |
| West Jesmond Primary | 22/3/2014 | 2.0 | Annual review and update |
| West Jesmond Primary | 28/1/16 | 2.0 | Annual review |

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 to 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. In addition, children receiving free school meals will not be asked to make a voluntary contribution towards any field trip, educational visit or on site visit by an external provider.

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:

- Income Support (IS);

- Income Based Jobseekers Allowance (IBJSA);
- support under part VI of the Immigration and Asylum Act 1999;
- Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed £16,190 (Financial Year 2013/14);
- the guarantee element of State Pension Credit;
- an income related employment and support allowance that was introduced on 27 October 2008.

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

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. During years 5 and 6 there will be an opportunity for children to join the school band which practices once a week.

Lessons are taught by visiting teachers from NEMCO 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 Wendy Mar, in the school office, to discuss subsidized 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>