



# Charging and Remissions Policy

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| Review: | January 2025 | Review Due: | January 2027 |
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## 1. Introduction

Mosaic Jewish Primary School adopts this policy for making charges to parents.

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual music tuition.

## 2. Voluntary Contributions for activities as part of the Curriculum

- 2.1 When we organise school trips, visits or experiences that enrich and enhance the curriculum, the school requests that parents contribute to the cost of the trip. Parents in receipt of state benefits or eligible for free school meals are offered these services at a reduced rate.
- 2.2 Please note that all payments are made via Arbor unless otherwise stated in communications from the school office. We also accept childcare vouchers as payment. Please contact the school office for further details.
- 2.3 Parents who are experiencing financial hardship may contact the school office to request assistance with payments.
- 2.4 If we do not receive sufficient contributions, we will cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.
- 2.5 If a trip is cancelled the funds will be put towards the next trip that your child will be experiencing or refunded.
- 2.6 Parents have a right to know how each trip is funded. The school provides this information on request. (See Freedom of Information Schedule).
- 2.7 The following is a list of additional activities organised by the school, which require contributions from parents. These activities are known as 'optional extras. This list is not exhaustive:
  - visits to museums, theatres etc.;
  - sporting or outdoor adventure activities which require transport;
  - Breakfast Club and after-school activities
  - Visiting specialists who organise activities for pupils to extend or support the National Curriculum e.g. Swimming coaches

## 3. Residential Visits

The school organises annual residential visits for Key Stage 2 children. The cost of these visits includes board & lodging, transport, materials, entrance to any sites visited and charges for any activities to be experienced.

Children of families in special circumstances may be eligible for remission of charges to enable them to take part in the residential visit. This is stated clearly on letters and is dealt with discretely and in confidence by the Headteacher. Parents will be given the option of a payment plan to spread the costs of the residential visit.

## **4. Music Tuition**

4.1 All children study music as part of the normal school curriculum. We do not charge for this.

4.2 There is a charge for individual or group music tuition if this is not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons. We make a charge for these lessons. Parents in receipt of state benefits or eligible for free school meals are offered these services at a reduced rate. We give parents information about additional music tuition at the start of each academic year.

## **5. Extra-curricular activities**

Parents are charged for pupil participation as necessary for extra-curricular activities provided by specialists, not employed by the school. This includes specialist sports coaching.

## **6. Late Collections**

Children who are not collected 30 minutes after the end of the school day will be taken to afterschool club. Parents will be charged £12 to cover the cost of the childcare.

## **7. Remission of Charges**

Where families are on forms of income support (Pupil Premium), and in the case of genuine hardship which makes it difficult for pupils to take part in particular activities for which a charge is made, parents are invited to apply in confidence to the Headteacher for the remission of charges in part or in full. Authorisation of remission will be made by the Headteacher in consultation with the Chair of Governors. This money will be obtained from other funds, which may or may not mean the School Fund or the School Budget. All such cases will be dealt with discretely and treated in the strictest confidence.

## **8. Breakages and Fines**

The Governors reserve the right to ask parents to pay for the cost of replacing any item such as:

- broken windows
- defaced, damaged or lost textbooks
- replacement reading or homework diaries
- any item damaged as a result of unsatisfactory pupil behaviour.

## **9. Equal Opportunities**

No child will be discriminated against or excluded from any charged activity based on being unable to pay. No pupil with special needs or disabilities will be treated any differently than any other pupil. The school will take all reasonable steps to avoid putting children with special needs at a substantial disadvantage.

## Current Charging details at Mosaic

| Provision   | Cost                         |
|---|------------------------------|
| School Lunch  | £0.00 funded by London Mayor |
| Breakfast Club  | £5.00                        |
| After school care   | £13                          |
| Teacher Run Clubs – per session   | £3-10                        |
| External Agency run clubs – per session   | Variable                     |
| <b>School Visits</b>  | <b>Variable</b>              |
| Passport signatories  | £10                          |
| Private school reference  | £10                          |
| Residential Visit – Year 4<br>Includes accommodation, insurance, food and transport | TBC                          |
| Residential Visit – Year 6<br>Includes accommodation, insurance, food and transport | TBC                          |