



Millbrook Primary School Charging & Remissions Policy

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Issues	Policy
Residential Visits	Parents are required to meet the full cost of the residential visit. Where the school is in receipt of pupil premium funding in respect of a child, the cost may be supported partly or fully from that funding, by prior agreement with the Head Teacher. If the income for each activity does not meet the overall cost, such activities may have to be cancelled.
Activities outside school hours not within the National Curriculum	Parents are required to meet the full cost, except where the school is in receipt of pupil premium funding in respect of a child, the cost may be supported partly or fully from that funding, by prior agreement with the Head Teacher If the income for each activity does not meet the overall cost, such activities may have to be cancelled.
Individual Instrumental Music Tuition	Where the school provides an 'outside' tutor, parents will be charged for the tuition. 'Outside' tuition fees may be reduced where the school is in receipt of pupil premium funding in respect of a child, when the cost may be supported partly or fully from that funding.
Ingredients/materials for practical subjects	Parents are encouraged to provide materials for practical subjects, but no child will be disadvantaged because of parents' inability/reluctance to pay. Where necessary, school will pay the cost of this.
Swimming Lessons	Parents are requested to provide a voluntary contribution towards swimming lessons provided for their child. Once the child is able to swim 25m and meets the National Curriculum requirements then, if the parent does not make a contribution, the child will no longer go swimming. All additional costs of swimming will be covered by the school
Trips and Visits during the school day	Parents may be requested to make a voluntary contribution towards the costs of trips/visits or education experiences provided during the school day. The school is not able to provide these activities from within the main school budget and if sufficient voluntary contributions are not received then the trip/visit/educational activity might have to be cancelled. Where the school is in receipt of pupil premium funding in respect of a child, the cost may be supported partly or fully from that funding, by prior agreement with the Head Teacher. Those who do not make a voluntary contribution will not be excluded from the trip/visit/education activity if it proceeds.
Lost school equipment, books, etc	Parents may be requested to replace school equipment, books, etc. which have been lost by their child.
Breakages and damages to school buildings, furniture or property	Wilful damage to school buildings or property by a pupil may be charged to parents by the school.

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Extended childcare services	Parents are required to pay for their child's use of The Hub. The Hub is available before and after school for the additional childcare requirements of families. Parents are required to book and pay for these services in advance via ParentPay or the school office. Where the school is in receipt of pupil premium funding in respect of a child, the cost may be supported partly or fully from that funding, by prior agreement with the Head Teacher
School Meals	Parents are encouraged to book their child's meals via Parentpay. Meals are provided free of charge for children in Reception and KS1 and those in KS2 who meet the necessary criteria to qualify for Free School Meals. Children in Caterpillars Preschool or KS2, requiring a school meal will need to book and pay for their meals, in advance where possible, via Parentpay.
Late Payments	Parents are required to make payment for extended childcare services and school meals in advance. The school reserves the right to refuse to provide services or meals to those families who do not make payments on time. The school will make all efforts to recover money owed to it and reserves the right to take all necessary action to recover the debt.

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