

### **Charging/Virement and Remissions Policy (Including Music Tuition Charging)**

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 or group music tuition, which is charged directly to the parent by the provider.

#### **Voluntary Contributions**

When organising school trips or visits which enrich the curriculum and educational experience of the children, the School invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may 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.

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes, the School pays additional costs in order to support the visit. Parents have a right to know how each trip is funded. 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. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to the theatre;
- musical events.

#### **Residential Visits**

When the school organises a residential visit and over 50% of the stay is out of school time, the full cost of the visit will be met by the parents or guardian. In special circumstances, there is a facility to part fund the cost of the visit. This is met by either the pupil premium or a trust fund.

#### **Swimming**

The School organises swimming lessons for all children in Key Stage 2. These take place in school time and are part of the National Curriculum. We inform parents when these lessons are to take place, and to enable this activity to take place, permission is obtained from the parent or guardian. To offset the costs incurred, i.e. transportation, tuition, hire of the facility and insurance, the parents are requested to make a voluntary contribution.

#### **Sports**

The School occasionally may offer additional coaching with qualified coaches after school. This link is through a local Sports Partnership. A qualified coach, who is not a member of the School Staff, runs and organises these sessions. A small charge may be requested for these sessions.

*Please note: For all trips which require a voluntary contribution from parents, a financial 'safety cushion' of 10% is added to the cost of each trip. This has been authorised by the Governing Body.*

#### **Music Tuition**

All children study music as part of the normal school curriculum. We do not charge for this. 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; they make a charge for these lessons. Parents in receipt of state benefits are exempt from payment. We give parents information about additional music tuition at the start of each academic year.

### **Charging for Music Tuition Policy**

No charge is made for music tuition other than for lessons in playing a musical instrument. Such tuition does not form part of the School's Music Curriculum and the services of tutors, supplied by private providers, is at a cost. The School makes no additional charges to cover any costs involved in its administration.

Tuition is offered in a variety of musical instruments by several individual tutors/providers. Lessons are on an individual basis or in groups of no more than 4 pupils, and are either 10 minutes, 20 minutes or 30 minutes duration. Parents are informed of the type and duration of the lessons before payment.

Charges are calculated by the providers and approximate to the charging band used by the Lincolnshire Music Services for instrumental tuition, not exceeding those charges by more than 10%. The same scale of charges is applied to all pupils. The School is committed to 'best value' for any such tuition and reviews the charges of service providers annually

Lincolnshire Music Services offer the loan of instruments at cost, Termly or Yearly whichever is financially affordable to parents. The loan covers all repairs and insurance of the instrument for accidental damage.

Charges for Lincolnshire Music Service lessons are payable each Term. Where lessons are not delivered by the provider for any reason, time is either made up or lesson charges refunded. If a child is absent for any reason, including illness the lesson fee will still be charged by LMS. If 4 weeks' notice is given in regard to a planned absence then the fee for the lessons missed will not be charged. A Half Term (approximately 6 weeks) minimum notice is required to cease lessons with LMS otherwise the following Term will be charged for, of whether the pupil takes the lessons or not.

The above charges do not apply for our independent music teachers, however as a courtesy similar notice for absence or ceasing of lessons should be afforded.

### **Pupil Premium**

See school website for more information.