



Vanguard Learning Trust

As a group of local primary and secondary schools, Vanguard Learning Trust's mission is to serve its local community by providing outstanding, inclusive education.

We have a collective purpose and responsibility to provide effective teaching, through a curriculum based on equality of opportunity and entitlement that allows our students to shine both in and out of the classroom.

Each school in the Trust has its own ethos, which also complements the Trust's vision and values, and the common aspiration that all students can achieve their potential.



Hermitage Primary School

Charging and Remissions Policy

September 2023 – September 2025

Approval / Revision History

Revision Date	By	Summary of Changes Made
August 2023	KA / PVaraitch	Update to the new VLT format, additional information added (50% contribution for FSM pupils)

Contents

- 1. Introduction 3
- 2. Contributions from parents/carers 3
- 3. Residential visits 3
- 4. Music tuition 3
- 5. Additional learning resources 3
- 6. Loss and damage to school property 4
- 7. Swimming..... 4
- 8. Breakfast care and after school care 4
- 9. Courses run by outside suppliers 4
- 10. Monitoring and reviewing 4

Section 1. Introduction

1.1 The education we provide at Hermitage during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum and the school will supply materials or equipment required to fulfil the National Curriculum.

2.0 Contributions from Parents / Carers

2.1 When organising school trips or visits to enrich the children's curriculum and educational experience, the school asks that parents pay as each trip is organised. Payment is voluntary, however, the trip will not go ahead if insufficient funds are received.

If insufficient funds are received to fund a trip, the trip and an activity that covers similar objectives planned for the classroom will be cancelled.

The following is a list of enrichment activities, organised by the school. This list is not exhaustive:

- Trips to enrich the learning taking place in class e.g. museums
- Visits to school by professionals e.g. authors, storytellers, musicians, dancers, artists etc.
- Clubs/events that take place outside of school hours

2.4 Where parents are in receipt of Income Support, Income Jobseekers Allowance, Support under part IV of the Immigration & Asylum Act 1999 or Child Tax Credit (provided that Working Tax Credit is not also received), parents are invited to apply in confidence for the remission of part of the costs. Authorisation for remission is made by the Head of School. Financial help in cases of hardship comes largely from the school's budget, although this may be supported by voluntary contributions and fund-raising. Pupils in receipt of Free School Meals will only need to pay 50% of the cost (this is listed within each trip letter)

2.5 Refunds of contributions cannot be made if a child is sick or absent; as their place has already been secured.

3.0 Residential Visits

3.1 When we organise a residential trip we ask for a charge to cover the costs of travel, the activities that the children engage in, board and lodging. If we cannot raise sufficient funding through these contributions, the visit may have to be cancelled.

4.0 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 small-group music tuition since this is an additional curriculum activity and not part of the National Curriculum. These individual or small-group lessons are taught by peripatetic music teachers. We give parents information about additional music tuition at the start of each academic year.

5. Additional Learning Resources

5.1 Occasionally, we may ask parents to purchase a resource that would be beneficial to their child's learning in school but would be the property of the child. Examples include handwriting pens, and SATs revision workbooks. Purchase of these items is optional.

6 Loss and Damage to School Property

6.1 Parents are expected to replace or pay for the cost of lost items of school property e.g. library books, pupil reading books

6.2 Parents will be charged for the cost of replacing damaged school property, such as a broken window or defaced, damaged or lost book, where this is a result of a pupil's behaviour.

7. Swimming

7.1 The school organises swimming lessons for Key Stage Two children. These take place during school time and are part of the National Curriculum. We make no charge for this activity.

8 Breakfast Care / After-School Care

8.1 The school charges for the use of this service.

9 Courses run by Outside Suppliers

9.1 The school offers additional clubs after school run by outside providers. There is a small charge for these sessions payable directly to the provider.

10. Monitoring and Reviewing

10.1 This policy is monitored by the leadership team / governing body and will be reviewed every two years, or earlier if necessary.