



CHARGING AND REMISSION POLICY

CEDAR INTEGRATED PRIMARY SCHOOL

Introduction

Education during school hours is normally free. We do not charge for any activity undertaken as part of the N.I. Curriculum with the exception of individual or group tuition in certain areas or if outside expertise is 'bought' in to enhance the educational experience of children.

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 organized 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;
- school trips
- using outside expertise e.g. teaching languages or sporting activities
- After school clubs
- musical events.

Residential visits

If the school organises a residential visit e.g. Killyleagh Outdoor Education Centre in school time or mainly school time, which is to enrich the educational experience of children, we do make a charge to cover the costs of board and lodging. Children who are entitled to free school meals have a small subsidy towards the cost of board and lodging.

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 N.I. Curriculum. The South Eastern Region peripatetic music teachers teach individual or

small group lessons. We make a charge for these lessons but there is no charge for the hire of the instruments (the costs change annually). We give parents information about additional music tuition at the start of each academic year.

There is a charge for entrance fees into music examinations.

Swimming

The school organises swimming lessons for all children in P4 – P7. These take place in school time and are part of the NI Curriculum. We do charge for this activity. We inform parents when these lessons are to take place. Parents' Council assist with the cost of the bus hire.

Football

The school offers additional football coaching after school. A qualified coach, runs and organises these sessions at a small charge to parents.

Other Additional Activities

At times the school offers additional activities after school, such as Drama, Art, Netball, Zumba, Rugby, Gaelic Football, Badminton and a qualified instructor/coach who may not be a member of the school staff runs and organises these sessions. There may be a small charge for these sessions to parents

Spanish

Parents/Carers are requested to support the provision of language lessons by an annual voluntary contribution of £20 per family to help met the costs of employing a language tutor.

Others

The school will seek payment from parents for damage to, or loss of school property, wilfully or negligently done by their children.

There may be cases of family hardship which make it difficult for the students to take part in particular activities for which a charge is made. Parents/Carers may apply in confidence for the remission of charges in part or full. Authorisation of remission will be made by the Principal in consultation with the Chairperson of the Board of Governors.

Ratified by Governors: 13th June 2016