



Richard Avenue Primary School

Charging and Remissions Policy

Date policy reviewed: Spring 2023

Person in Charge: G Donnelly

Visits off Site

Costing and charging

Costing will be according to the nature of the VOS, this will affect the charge made in terms of a voluntary contribution. All monies will be accounted for by the Organiser.

Parents will be asked for voluntary contributions towards the cost of the visit because to fund such worthwhile visits from the schools limited resources would be extremely difficult.

Derwent Hill costs need to be paid in full as a voluntary contribution. The 'Friends of Derwent Hill' fund exists for parents who experience a difficulty in their child attending Derwent Hill for a residential visit and this may well include a financial reason.

Support for other VOS may be available for parents on low incomes and in receipt of certain benefits – when being asked for contributions towards the cost of school visits.

Dinner money

A school meal is charged at £2.30 per day (£11.50 per week) to pupils in Years 3, 4, 5 & 6 who are not entitled to a free school meal. This must be paid at the beginning of the week. If a child is absent the following weeks dinner money payment should be reduced by the number of days the pupil has missed school.

Parents do not need to pay for days where the child may be on a school visit and bring a packed lunch, unless they have requested the school provide a packed lunch on the day.

Breakfast and Afterschool Club

Introduction

At Richard Avenue Primary School, it is recognised that the addition of a Breakfast Club and After School Club and the activities they provide makes a valuable contribution towards pupils' education.

The co-ordinators of the clubs aim to provide these facilities both to support parents' needs and support pupils' education. A further aim is to instill the importance of a healthy lifestyle into parents and pupils.

Charges

In order to provide these facilities, it is essential that we charge for attendance at each session in order to cover essential staffing costs, for example. The amount charged will be set in conjunction with consultation from parents and will be of an agreed amount.

We recognise that many of our pupils' have siblings in school and to support parents' with the cost of their children attending the clubs we will reduce the amount charged for 2nd and 3rd children who attend.

The charges for both clubs are as follows:

Breakfast Club: £2.50 per session - 2nd or 3rd child £2.00 per session on the same day.

After School Club: £4.50 per session - 2nd or 3rd child £3.50 per session on the same day.

Charges for both clubs will be reviewed on an annual basis. At times the amount charged may be reduced if any additional funding, from outside agencies, can be secured for this provision.

Payments

To facilitate any purchases, the clubs, need to make (e.g. food) it has been stated that payment for sessions must be made a week in advance to secure a place.

Parents will be informed if their payments are late by letter and provided the payments are made up to date immediately the place will remain secured. If payments are not made school reserves the right to withdraw the place.

All Payments to school should be made via Sunderland City Council website, make a payment, school meals & expenses, Richard Avenue Primary & then select the provision to be paid for. The child's name and class should be included in the message box.

Remissions

Payments will only be refunded if a child leaves the school and accounts are in credit. This is with the exception of where parents have been made aware they will not be entitled to a refund e.g. A place is cancelled for their child to attend Derwent Hill and the school has already made a non-refundable deposit.

If a child is unable to attend school due to long term sickness, payments will be held in credit until the child can return to school.