



**BLOSSOMFIELD**  
Infant and Nursery School  
(incorporating Blossomfield Childcare)

# Charging & Remissions Policy

Eastcote Close, Shirley, Solihull  
West Midlands, B90 3QX  
Telephone: 0121 744 5522  
Email: [office@blossomfield.solihull.sch.uk](mailto:office@blossomfield.solihull.sch.uk)

Date Reviewed: June 2017  
Next Review Date: June 2018

# Charging and Remissions Policy

The Governing Body of Blossomfield Infant School have adopted the following policy for school activities.

## 1. Admission

No charge will be made for admission to this school.

## 2. Children's Fund Contributions

Parents are asked to make a voluntary contribution each year. This goes towards the costs of additional classroom resources for practical subjects, e.g. Design & Technology, Art and Science.

The suggested contribution is £39 per year paid annually or termly.

## 3. Educational Visits During School Hours

- a) Non-residential activities during school hours will be funded by voluntary contributions.
- b) For non-residential activities during which fifty per cent or more of the time spent will be outside school hours, a charge will be made.

## 4. Residential Visits

- a) Residential activities taking place during school hours will be funded by voluntary contributions.
- b) Residential activities taking place outside school hours will be funded by parents, with prior agreement.

## 5. Board and Lodgings

Charges for all board and lodging costs connected with residential trips will be funded by parents.

Parents who can prove they are in receipt of certain benefits will be exempt from paying the cost of board and lodging. Please refer to current DfE Guidance.

## 6. Breakages

At the Headteacher's discretion parents will be asked to pay for the cost of, or loss of, school property.

## 7. Optional Extras

Charges may be made for some activities known as 'optional extras' such as Breakfast Club and After School Clubs. The charge will not exceed the actual cost of providing the optional extra activity.

## 8. Voluntary Contributions

As the majority of school activities are dependent upon voluntary contributions, in the event of insufficient numbers of parents being prepared to contribute voluntarily it may result in the cancellation of a trip or activity.

If a pupil is unable to attend school on the day of a trip due to illness, the voluntary contribution will be refunded.

## 9. Electronic Payments

### ParentPay

This system is the preferred method of payment. Card payments can be made online. Anyone without access to online services can obtain a barcoded letter from the School Office and use this at any Pay Point.

On leaving the school, should an individual pupil balance be less than £10 this will not be refunded due to administration costs of doing so, unless requested in writing by the 31<sup>st</sup> of August of that year. Monies not claimed will be transferred to Donations.

## 10. Pupil Premium Funding

Pupils entitled to Pupil Premium will be eligible for a contribution to support their learning outside of the classroom up to a maximum of £100 per academic year. The contribution is at the discretion of the Headteacher.

## 11. Freedom of Information Requests

A charge will be made in accordance with Solihull MBC's Charging Policy.

## 12. Lettings

A separate Lettings Policy is available.

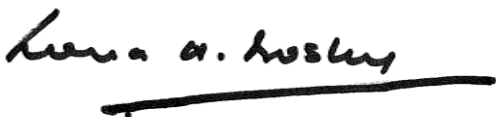
## 13. Remissions

Any parent experiencing financial problems should consult the Headteacher.

The Governing Body may reduce the cost of an activity for a pupil whose parents can prove they are in receipt of certain benefits.

## 14. Childcare Unit Fees

Governors will review the Childcare Unit's fees annually.



Lorna Bosley  
Chair of Governors:

Date: 21<sup>st</sup> June 2017