

Moons Moat First School Charging and Remissions Policy 2025 - 2026

1 Introduction

- 1.1** All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the possible exception of individual or group music tuition provided by an external specialist.

2 Voluntary contributions

- 2.1** 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 occasionally include children whose parents have not paid any contribution. We do not treat these children differently from any others.
- 2.2** If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a full 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.
- 2.3** 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 and other places of interest;
 - sporting activities which involve transport expenses;
 - outdoor adventure activities;
 - visits to the theatre;
 - residential visits;
 - musical events.

3 Music tuition

- 3.1** All children study music as part of the normal school curriculum. We do not charge for this.
- 3.2** There may be 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. We may make a charge for these lessons. We give parents information about additional music tuition at the start of each academic year.

4 Swimming

- 4.1** The school organises swimming lessons for children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity but we do ask for a voluntary contribution towards the cost of transport. We inform parents when these lessons are to take place

5 After School Clubs

- 5.1** Some after school clubs are organised in partnership with other, external organisations. There may be a small charge for these.

Whenever a visit or activity is planned we endeavour to give parents an opportunity to pay voluntary contributions in instalments. A payment card can be issued by the Office staff, if this will help.

If parents have difficulties with making contributions, parents are urged to speak with Miss Crawford in confidence

Safeguarding / Child Protection

All staff and Governors have received appropriate safeguarding and child protection training (September 2025). All staff have read the following:

- Keeping Children Safe in Education 2025
- What to do if you're worried that a child is being abused
- Staff Code of Conduct
- Safeguarding and Child Protection Policy

Other related policies have been signposted such as Working Together to Safeguard Children, Anti-Bullying, Anti-Cyber Bullying Policy, Behaviour Policy, Critical Incidents, Health & Safety etc.

Staff working with children should maintain an attitude of '*it could happen here*' where safeguarding is concerned. If staff have any concerns about a child's welfare, they should act upon them immediately. They should follow the school's policy and procedures and speak with the Designated Safeguarding Lead (Miss Crawford) or one of the Deputy Safeguarding Leads (Mrs Kelly, Mrs Moorhouse or Mrs Lawrence). In the absence of these staff members, a member of the SLT should be contacted. All concerns should be acted upon and recorded on CPOMS.