



## Charging and Remissions Policy for Music Tuition

<b>Author/Person Responsible</b>	<b><i>School Business Manager</i></b>
<b>Date of Ratification</b>	<b><i>September 2022</i></b>
<b>Review Frequency</b>	<b><i>Annual</i></b> <b><i>Subject to local education authority and/or national policy change</i></b>
<b>Review Date</b>	<b><i>September 2023</i></b>
<b>Previous Review Amendments/Notes</b>	<b><i>May 2017</i></b>
<b>Related Policies</b>	<b><i>Charging and Remissions Policy</i></b>

# Christ Church C of E VC Primary School

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## Equality Impact Assessment Groups that may be affected:

Are there concerns that the policy could have a different impact on any of the following groups? (please tick the relevant boxes)	Existing or potential adverse impact
<b>Age</b> (young people, the elderly; issues surrounding protection and welfare, recruitment, training, pay, promotion)	None
<b>Disability</b> (physical and mental disability, learning difficulties; issues surrounding access to buildings, curriculum and communication)	None
<b>Gender reassignment</b> (transsexual)	None
<b>Marriage and civil partnership</b>	None
<b>Pregnancy and maternity</b>	None
<b>Racial groups</b> (consider: language, culture, ethnicity including gypsy/traveller groups and asylum seekers)	None
<b>Religion or belief</b> (practices of worship, religious or cultural observance, including non-belief)	None
<b>Sex</b> (male, female)	None
<b>Sexual orientation</b> (gay, lesbian, bisexual; actual or perceived)	None

Any adverse impacts are explored in a Full Impact Assessment

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## **Music tuition**

As from 1<sup>st</sup> of September 2022, the following policy and conditions will apply:

1. Music tuition are for individuals or groups of students provided (dependant on parental/carer request and music tutor availability). Music tuition charges vary from term to term depending on how many pupils take part. As we pass on the costs from the music tuition provider, we split the cost between each pupil.
2. The cost for one term of music tuition will be non-refundable and payable in advance and this covers the cost of the lesson and loan of a school instrument (if required).
3. A full term's notice must be given when a parent/child wishes to give up lessons.
4. Charges cover the cost of the tuition, not the child's attendance. Lessons missed as a result of illness, forgetting instruments, family holidays or any other reason they are absent (excluding school activities), will be charged for.
5. Lessons will take place in school time.
6. Tuition group sizes vary.
7. Children will be offered tuition for one instrument only.
8. Damage to instruments, deemed by the music teachers to be caused by negligence or misuse, will be charged for, and may result in a child's tuition being withdrawn, at the discretion of the Headteacher.
9. Parents/Carers of children receiving music tuition will be given a copy of this policy to sign and agree to the terms and conditions.
10. Where arrears occur, the school will contact parents/carers in writing requesting payment within 2 weeks. Should arrears continue, tuition for the pupil will cease.

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Please return this slip to the school office or scan and email to [office@christchurchhanham.org.uk](mailto:office@christchurchhanham.org.uk)

I wish for \_\_\_\_\_ from year \_\_\_\_\_

To receive music tuition for \_\_\_\_\_ (instrument).

**I have read the charging and remissions policy and agree to the conditions.**

Name \_\_\_\_\_ Signed \_\_\_\_\_

Relation to pupil \_\_\_\_\_ Date \_\_\_\_\_