

October 2023

**SCHOOL POLICY ON CHARGING FOR SCHOOL VISITS DURING THE SCHOOL DAY**

Dear Parent/Carer,

The trip to GCSE Poetry Live! is not a compulsory visit and does not form part of the National Curriculum. It would not be possible for the School to meet the costs of the visit without using funds required for basic educational needs. Therefore, if you would like your child to attend, we ask you to please pledge a voluntary contribution of no more than **£38.50** to the School **by Monday 6<sup>th</sup> November 2023** to cover the costs of the visit. If we do not receive sufficient pledges of voluntary contributions the visit will not take place.

If you would find it difficult to pay this amount you may be eligible for a 40% bursary.

To qualify:

- your child must be currently, or have been at any time in the last six years, registered as eligible for Free School Meals

or

- the school must be in receipt of Pupil Premium funding for your child

or you must currently be in receipt of any one of the following:

- Income Support
- Income-based Job Seeker's Allowance
- Income-related Employment and Support Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- The Guarantee element of State Pension Credit
- Child Tax Credit, provided you are **not** entitled to Working Tax Credit and have an annual household income (as assessed by HMRC) that does not exceed £16,190
- Working Tax Credit 'run-on' - the payment someone may receive for a further four weeks after they stop qualifying for Working Tax Credit
- Universal Credit - your household income must be less than £7,400 a year (after tax and not including any benefits you get)

If you feel that you qualify for a bursary, please write to the Finance Office, or send an email to [finance@cirencesterkingshill.gloucs.sch.uk](mailto:finance@cirencesterkingshill.gloucs.sch.uk), in confidence, by **the end of the school day on Friday 27<sup>th</sup> October 2023**.

Yours sincerely,

Mrs J Lindley  
Headteacher