

Charging and Remissions Policy



Date Approved	
Signed	(Chair of Governors)
Minuted	(Date)
Date of Next Review	Autumn 2026

1. Introduction

The Governing Body recognises the valuable contribution that the wide range of activities, including clubs, trips, and residential experiences can make towards a pupils' personal and social education. The Governing Body aims to promote and provided such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

2. Charges

The governing body reserves the right to make a charge in the following circumstances for activities organised by the school.

2.1. School Journeys in School Hours - The board and lodging element of residential activities deemed to take place within school hours except for those pupils who are eligible for pupil premium funding.

2.2. Activities outside School Hours - The full cost to each pupil of activities deemed to be optional extras taking place outside school hours such as theatre trips and school discos.

2.3. Materials & Equipment - The cost of purchase or hire of instruments, materials, equipment or clothing for activities, which take, place outside school hours and which are purely voluntary and optional. (It remains

the parent's responsibility to supply school uniform including P.E.Kit). The governing body may charge for materials or require them to be provided if parents have indicated in advance that they wish to own any finished product produced in school e.g. design technology products.

2.5. Music Tuition - Any costs associated with individual tuition in the playing of a musical instrument whether in or out of school hours (unless it is provided as part of the syllabus for a prescribed public examination or is required by the National Curriculum).

2.6. General - The cost of repairing damage and replacing equipment (lost, defaced or damaged) remains the responsibility of the parents when this damage or loss is the result of their child's behaviour or negligence.

The governing body may from time to time, amend the categories of activity for which a charge may be made. nothing in this policy statement precludes the governing body from inviting parents to make a voluntary contribution towards the cost of providing education for pupils.

3. Remissions

The governing body may, from time-to-time, decide to remit all or part of the cost of activities involving particular pupils. this will be at the governors' discretion. Those families in receipt of Pupil Premium Funding will receive a 50% discount on all school trips, clubs and instrument tuition. Note that Free School Meals (FSM) are not to be confused with the 2014 Universal Infant Free School Meals (UIFSM) Government initiative, providing all EYFS and Key Stage 1 pupils will a free school meal.

In other circumstances, there may be cases of family hardship, which make it difficult for pupils to take part in particular activities for which a charge is made. When arranging a chargeable activity, the governing body will invite parents to apply in confidence for the remission of charges in part or in full. Authorisation of remission will be made by the head of school on behalf of the governors.

All parents, however, will have the right of appeal to the governing body, normally represented by the chair or vice-chair of governors.

Monitoring and Review

This policy will be reviewed in line with the school's policy review cycle.