



Charging and Remissions Policy

Date of Policy creation	September 2019
Policy lead	Tracey Smith
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Frequency of review	Annually
Review due	Autumn 2026

Charging and Remissions Policy

1 Introduction

- 1.1 All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum.

2 Voluntary contributions

- 2.1 When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents and carers to contribute to the cost. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents or carers 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 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 and carers have a right to know how each trip is funded, and the school provides this information on request.

3 Residential visits

- 3.1 If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education or travel expenses. However, we do suggest a charge to cover the costs of board and lodging. If we cannot raise sufficient funding through these voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

4 Music tuition

- 4.1 All children study music as part of the normal school curriculum. We do not charge for this.

5 Lunches

- 5.1 Children are able to choose between bringing their own packed lunch or ordering a hot lunch. Children in Reception, Year 1 and Year 2 are entitled to a free school meal. They must just let us know that they would like one in the morning. Hot lunches for children in Years 3, 4, 5 and 6 currently cost £3.20 per day, or £16.00 per week, payable in advance on Parent Pay.

6 Swimming

- 6.1 The school organises swimming lessons for children. These take place in school time and are part of the National Curriculum. We make no charge for this activity. We inform parents and carers when these lessons are to take place.

7 Clubs

- 7.1 The school offers enrichment clubs ran by school staff. These clubs are offered free of charge.

8 Remissions

- 8.1 In some cases governors have agreed that certain categories of pupils are not liable for the fee or are eligible for a reduced fee for some or all of; extended school activities, trips or residential visits.
- 8.2 Parents in receipt of any of the following benefits may request assistance with the cost of activities outlined above:

Income Support

Income-based Jobseeker's Allowance

Income-related Employment and Support Allowance

Support under part VI of the Immigration and Asylum Act 1999

The guaranteed element of State Pension Credit

Child Tax Credit, provided that they are not also entitled to Working Tax Credit and they have an annual gross income of no more than £16,190

Working Tax Credit run on – paid for four weeks after they stop qualifying for Working Tax Credit.

Universal Credit – if they apply on or after 1 April 2018, their household income must be less than £7,400 a year (after tax and not including any benefits they receive)