



Together we Love, we Aim High and we Celebrate!

Charging and Remissions Policy

This guidance should be taken as part of the overall strategy of the school and operated within the context of our vision, aims and values as a Church of England School.

Headteacher: Mrs Nichola Chesterton

Chair of Governors: Mr Peter Luscombe

To be reviewed: May 2027

We have carefully considered and analysed the impact of this policy on equality and the possible implications for pupils with protected characteristics, as part of our commitment to meet the Public Sector Equality Duty (PSED) requirement to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations.

CHARGING AND REMISSIONS POLICY

May 2025

The aim of this policy is to set out what charges may be made for activities, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents.

A Charge is a fee payable for specifically defined activities A Remission is the cancellation of a charge, or part of a charge which would normally be payable.

1) RESIDENTIAL SCHOOL VISITS

We may charge for the cost of board and lodgings during overnight school trips, but the charge will not be more than the accommodation actually costs. Parents who are in receipt of certain benefits may not be required to pay. Parents should contact the school for further information. The list of benefits to which this applies can be found here (<https://www.gov.uk/apply-free-school-meals>).

2) MUSIC TUITION

Charges may be made when the tuition is not an essential part of

- the National Curriculum
- a public examination syllabus
- first access to the Key Stage 2 instrumental and vocal tuition, Wider Opportunities programme

3) EXAMINATIONS

No charge will be made for entering pupils for public examinations that are on the National Curriculum. However, an examination entry fee may be charged to parents if

- the pupil wasn't prepared for the examination at the school
- the examination isn't on the National Curriculum, but the school arranges for the pupil to take it
- a pupil fails without good reason to complete the requirements of any public examination where the governing body or local authority (LA) originally paid or agreed to pay the entry fee

We may charge for

- re-sits for public examinations where no further preparation has been provided by the school
- costs of non-prescribed examinations where no further preparation has been provided by the school

4) BREAKAGES AND REPLACEMENTS

We may charge for breakages and replacements as a result of damages caused wilfully or negligently by pupils

5) EXTRA-CURRICULAR ACTIVITIES AND SCHOOL CLUBS

We may charge for extra-curricular activities and school clubs to cover staffing costs or resources.

REMISSIONS

In some circumstances, we may not charge for items and activities set out in sections 2 to 5 of this policy. This is at the discretion of the Head Teacher. Parents, particularly those in receipt of the benefits listed in section 1, should contact the school for further information

VOLUNTARY CONTRIBUTIONS

We may ask parents for a voluntary contribution towards the cost of

- any activity which takes place during school hours
- school equipment

The contribution is voluntary and pupils of parents who can't, or don't want to, contribute will not be excluded from the activity. Where there are not enough voluntary contributions to make the activity possible, and there are no other ways to get funds, we may cancel the activity.

Date of Policy review: May 25

Policy approved: May 25

Chairperson