

Charging and remissions policy

Statement of Intent

The Governors are committed to a free and comprehensive education which ensures equality of access and opportunity to all pupils.

General

1. No charge will be made in respect of admission to the school.
2. No charge will be made for activities which take place wholly or mainly during school hours, except in the case of individual music tuition.
3. No charge will be made for entering a pupil for any prescribed public examination for which the pupil has been prepared by the school.
4. Where a charge is made it is normally payable in advance.

Voluntary Contributions

1. Parents may be asked for voluntary contributions and if an activity cannot proceed without the benefit of such contributions parents will be told at the outset.
2. Where an activity is counted as wholly during the school day, no child will be excluded because his/her parents are unwilling to pay a voluntary contribution.
3. Any charge made in respect of individual pupils will not exceed the actual cost of providing the optional extra activity, divided by the number of pupils willing to participate. The charge will not take into account the cost of staff already employed by the school.

Music

1. The Governors may charge for individual instrumental music lessons or for lessons to a group of individuals unless such tuition is part of the syllabus for a prescribed public examination or is required by the National Curriculum.
2. Where charges are made they will not exceed the actual cost of the lesson.
3. If individual music tuition is available the governors will make arrangements to ensure that pupils whose parents are unable to make a financial contribution are not excluded from the possibility of such tuition.

Games and Swimming

No charge will be made towards the transport costs of games and swimming which take place during the school day.

Clubs

The school can charge for clubs that take place outside school hours – either before school or after school. Clubs are operated on a self-funding basis and charges reflect the costs of running the club and providing the necessary resources.

Before and After School Activities Clubs

The school runs a range of clubs that include sport, drama, art and creative activities.

- Children must sign up for the clubs they want at the start of the term.
- Charges will be stated clearly on the application form given to each child to apply.

Breakfast Club

Breakfast club runs from 8.00 a.m. to 9.00 a.m. The charge per session is £2.00. Parents /carers have the option to pay on the morning in breakfast club or can pay in advance at the school office.

After School Club

The school runs an after-school club daily from 3.30 p.m. until 6.00 p.m (5.00 p.m on a Friday). The charge per session is £12. Parents can pay in advance or on the day.

Charges for clubs are reviewed on a regular basis.

School Journey

1. The Governors hope that all Year 6 pupils will be able to take part in their School Journey and will make allowances in the budget for supporting families in financial hardship so that all children who want to attend can do so.
2. All parents will be expected to pay for the board and lodgings element of the cost of school journey but discounts are available to children eligible for free school meals as well as for those families who receive housing benefit/the housing benefit element of Universal Credit.

Nursery Provision

The responsibility for determining the admissions for nursery age children is managed by the school office following the Local Authority guidelines on general admission to school. Parents who are not eligible for either government or local government funding schemes for nursery places are charged at the national funding hourly rate.

School Property

1. The Governors reserve the right to charge parents if their child is found to be responsible for the wilful destruction of school property.

2. We may seek to recover some or all of the costs incurred due to wilful damage or breakage of property belonging to a third party where the school has been charged. This will be determined by the headteacher.

Lettings

From 14th June 2025 the school no longer lets out rooms/playgrounds. This is due to the previous provider (School Space) terminating the contract. A new provider who was willing to work with the school could not be found. The school no longer takes on regular lettings outside of school hours. One off lettings are considered on an ad-hoc basis and are managed and staffed by the school.

Remissions

In some circumstances the school may not charge for chargeable items or activities set out above. This will be at the discretion of the governing board and will depend on the activity in question.

Remissions for residential visits

Parents who can prove they are in receipt of the following benefits will receive a discount for the cost of board and lodging for residential visits:

- Income Support
- Income-based Job Seeker's Allowance
- Income-related Employment and Support Allowance
- Universal Credit – your household income must be less than £7,400 a year (after tax and not including benefits)
- Child Tax Credit with a taxable income of no more than £16,190 and not in receipt of Working Tax Credit
- The Guaranteed Element of State Pension Credit.
- support from the National Asylum Support Service (NASS)