

Broadwood Primary School



Charging & Remissions Policy

Last review date

May 2026

Reviewed by

Full Governing Body

Next review date

May 2027

CHARGING AND REMISSIONS POLICY

Introduction

We want all our pupils to have an equal opportunity to benefit from school activities, both on and off site, within and outside the curriculum, regardless of their family's financial means. This policy sets out our school approach to charging and remissions, and is informed by local authority guidance. In doing this, our intention is to ensure transparency in setting charges and ensure all children are able to access all the provision on offer. This policy does not apply to charges made and determined by other organisations offering activities and services on the school premises.

Rationale

All education during normal school hours is free. There will be no charge for any activity undertaken as part of the National Curriculum. The school provides all books and equipment to be used at school.

The school recognises the valuable contribution that the wide range of additional activities, including trips and residential experiences, can make towards pupil's personal and social education. We always try to subsidise the cost of the visit and it is our policy that every child should have the opportunity to go. The school will ensure that on no occasion where charges may be levied, as for example, for residential or other visits, any pupil is disadvantaged solely by their inability to pay.

Aims & Objectives

The school will:

Support every child to achieve their full potential; socially, physically, morally and educationally by providing additional activities. Sensitively make charges and ask for voluntary contributions where appropriate.

Admissions

No charge will be made for admission.

School Meals

No charge will be made for pupils entitled to free school meals.

We will charge all pupils not entitled to free school meals an amount determined by the Local Authority.

Charges

The school may charge for activities that are outside of the school curriculum and are not related in whole or in part to the National Curriculum (for example, full or partial costs of residential trips outside school hours).

Any charge may not exceed the actual cost of providing the activity divided equally by the number of pupils participating in the activity.

Voluntary Contributions

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school will invite parents to contribute to the cost of the trip. All contributions are voluntary. If insufficient voluntary contributions are received, it may be necessary to cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. These children will not be treated differently from any others. 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, the child will be allowed to participate fully in the trip or activity. It may be necessary for the school to pay the additional costs in order to support the visit. Parents have a right to know how each trip is funded. The school will provide this information on request.

The following is a list of additional activities or costs which may be organised by the school and for which voluntary contributions from parents may be required:

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to the theatre;
- school trips which incur entry fees or transport costs;
- musical events;
- artists or drama workshops held in the school;

- cooking or art activities during the school day but only if the pupil takes the item home and the teacher has advised the parent/s prior to the activity.

This list is not exhaustive.

Residential Visits

If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, there is no charge for the education. However, a charge to cover the costs of board and lodging and a voluntary contribution for transport and activity costs will be sought. If parents are experiencing financial difficulty, they are invited to discuss the matter in confidence with the Headteacher.

Music Tuition

All children study music as part of the normal school curriculum. There is no charge for this. There is a charge for individual or group music tuition if this is not part of the National Curriculum.

Swimming

The school organises swimming lessons for all children. These take place in school time and are part of the National Curriculum. We make no charge for this activity.

Early Years

Broadwood intends to deliver 15 or 30 hours a week of free, high quality, flexible childcare. The 15 or 30 hours will be accessed free of charge to parents. There will not be any mandatory charges for parents in relation to the free hours. All Nursery children who attend for 30 hours will receive a school meal free of charge. Trips and visits will be charged the same as the voluntary contributions for all children.

Early Years Pupil Premium (EYPP) provides additional funding to support the quality of early education for eligible children taking up early education and childcare entitlements. The Disability Access Fund (DAF) supports eligible, disabled children's access to the entitlements

Damage and Breakages

Parents will be asked to pay for the cost of replacement or repair of any property and equipment, where the School considers the damage or loss to be the fault of the pupil's misbehaviour or negligence.

Remissions

- The school will give consideration to the remission of charges to parents or carers who receive certain benefits.

Children of families who receive these payments may also be entitled to free school meals. Families who wish to be considered for remission charges (where the school decides to subsidise part or all of the payment for certain activities), should apply to the Headteacher. All applications will be dealt with confidentially.

Monitoring & Review

The Governing Body may from time to time, amend the categories of activity for which a charge may be made. This statement has been informed by 'A guide to the Law for School Governors.'