



Charging & Remissions Policy

Policy Information	
Title:	Charging & Remissions Policy
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Approved by:	FINANCE COMMITTEE
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Author:	Business Manager
Policy owner:	Headteacher
Statutory	Yes
Review Frequency	Annually

Revision History		
Revision Date	Summary of Changes	
Jan 2023	Addition of statement on cashless payments	Page 4
	Removal of statements on Breakfast and ASCC	Page 5
	Addition of statement on loss and damage	Page 5
	Addition of statement on Pupil Premium	Page 6
April 25	No changes	

Approvals	
This document needs the following approvals	
Name	Title

1. Introduction

The Governing Body recognises the valuable contribution that the wide range of additional activities can make towards the children's personal and social development. e.g. cooking, short walking trips to the park or shops, special visitors, hatching eggs, butterflies, the farm. The Governing Body aims to promote and provide such activities as part of a broad and balanced curriculum for the children.

2. Charging Policy

Any charges made by the school must meet the requirements of the Education Act. The governors endorse the guiding principles contained in the Act, in particular that no child should have his/her access to the curriculum limited by charges.

The school aims to operate a cashless payment system for all transactions and as such encourages parents to make payments in this manner.

3. Charges

The Governing Body reserves the right to make a charge in the following circumstances:

Voluntary Contributions

The Governing Body may ask parents for a voluntary contribution towards the cost of any activity that takes place during school hours. Parents are under no obligation to make any contribution and the children of parents who are unable or unwilling to contribute will not be discriminated against. The school does not aim to profit from any voluntary contributions. In the event of insufficient voluntary contributions being made some activities may have to be cancelled.

Extra-curricular Clubs

From time to time the afterschool clubs, such as football, cricket, cooking will be organised, sometimes using external providers. In some instances, a charge will be made to meet this provision.

Loss or Damage

In some circumstances, the school will attempt to recoup the cost of repairing or replacing items that are damaged or lost as a result of the actions of contractors, staff, parents or pupils.

4. General

The Governing Body may, from time to time, amend the categories for which a charge may be made.

The Governing Body reserve the right to revise the Charging and Remissions Policy as necessary.

5. Remissions Policy

Where the parents of a child are unable to meet any one of the charges the school may make, they can apply in confidence to the head teacher for the remission of charges in part or full. The head teacher, in consultation with the resources committee, will make authorisation of remission.

Many organisations offer discounted rates for services offered to children for whom the school is in receipt of the Pupil Premium. Where it is possible, the school aims to ensure that this discount is passed on to parents through a partial remission of charges for those services to those pupils.