

TREETON C of E PRIMARY SCHOOL

Charging and Remissions Policy 2025-26

Reviewed by: Mrs Rachel Dowle
Reviewed: September 2025
To be reviewed: September 2026

Principles

The position of the School Trust is clear, that no child's education should be in any way compromised by the ability of their parents or carers to pay.

Treeton C of E Primary School is committed to ensuring equal opportunities for all children, regardless of financial circumstances, and has established the following policy and procedures to ensure that no child is discriminated against by the offering of Education Visits, Residential Visits and Educational Extras.

In some cases, Pupil Premium may be used to support those pupils who are at risk of a disadvantaged experience due to their financial circumstance.

Policy

The School Governing Body is required by law to publish a policy on charging for school activities. The Education Act 1996 establishes the basic principle that the education provided by any school for its registered pupils should be free of charge. This basic underlying principle requires that there should be no school admission charge and no charge for any related activity which takes place during school time. Exceptions to this general statement are as follows:

- Music Tuition; All children study music during school hours as part of the National Curriculum. The school does not charge for this. Individual tuition in playing a musical instrument may be charged for provided that it is not part of the National Curriculum or part of the syllabus for a prescribed Public Examination. The charges will be made directly with the peripatetic music teachers and not through school.
- Where parents have indicated that they wish to have the finished product from a particular lesson, e.g., individual craft items, pottery, needlework, cookery, etc., a charge may be made to cover materials.
- For all residential visits deemed to be within school hours, or part of the National Curriculum or part of the Syllabus for the prescribed Public Examination, a charge for board and lodging will be made, except for families in receipt of family credit or income support. All children will be encouraged to take part in the residential visit however it is not compulsory. Children who remain in school will be taught in another class.

- Optional educational visits or activities occurring outside of school hours may be charged for in full. Within the Education Act it is possible for schools/academies to ask for voluntary contributions from parents. The Board of Directors of the Trust has therefore approved the following:
 - Voluntary contributions can be invited from parents towards the cost of school activities which are related to the life and work of the school. Such contributions will be genuinely voluntary, and no child whose parents feel unable to contribute will be treated differently from the rest
 - Parents not wishing to make a voluntary contribution, in whole or part, but wishing their child to be included, must make the fact known directly to the Headteacher or the School Office who will treat any such approach in strictest confidence
 - School visits and activities will be planned in advance and, if sought, voluntary contributions will usually be invited through individual letters to parents. The letter asking for support will outline the proposed visit, its cost, educational value and relationship to the school curriculum.
 - If insufficient voluntary contributions are received and the trip is considered by the Headteacher to not be financially viable, it will be cancelled and any monies received returned within the school's home-school agreement, compulsory charges may be made by the school for:
- Replacement of broken windows or fittings, defaced or damaged text books, or any other damage or loss occurring as a result of pupils' bad behaviour. The school is empowered to recover this loss and all resultant costs as a civil debt.
- Unpaid charges legally recoverable will also be recouped, together with resultant costs, as a civil debt
- Nursery; where parents/carers wish for their child to attend for additional hours outside of their funded place, a charge of £5.00 per hour will be made.
- Dinners; dinners for nursery children are charged at £2.90 and £2.90 for children in year 3 and above.
- Swimming; Since 1994, swimming and water safety has been a statutory element of the National Curriculum for physical education in England. All primary schools must provide swimming and water safety lessons in either Key Stage 1 or 2. The school does not charge for this activity.
- After School Clubs; After school clubs are free of charge if the school provides the activities in-house. If expertise or resources are bought in for a particular activity or after school club (e.g., Sports Coaches or ingredients for cooking), a charge may be made. School will subsidise the activities where possible.

Any amendments to this policy will be made if and when necessary.

Children whose parents are in receipt of certain 'support' payments may be eligible for further remissions. Please contact the Headteacher or the School Office for information. Educational Visits for children in receipt of Free School Meals, under the benefit system, will be funded through the Pupil Premium Funding.

Residential Visits for children in receipt of Free School Meals, under the benefit system, will be part funded through the Pupil Premium Funding.

To qualify, children must be in receipt at the time of the educational / residential visit. This does not apply to the Universal Free School Meals which all children in Foundation 2 to Year 2 currently receive.

Review

The Governing Body will review this policy at least every two years, assessing its implementation and effectiveness. The policy will be promoted and implemented throughout the school.

Head Teacher

Name: Mrs Emma Minhas
Head of School

Mrs Sharon Patton
Executive Headteacher

Chair of Governors

Name: Mr Edward Short