

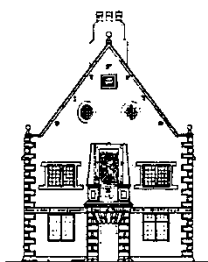
## **Bunny C of E Primary**

# **Charging and Remissions Policy**

**Spring Term 2025**

Policy updated – Spring 2023, Spring 2025  
Adopted by Staff and Governors – Spring 2013  
Date for Review – Spring 2027

# CHARGING AND REMISSIONS POLICY



## **Introduction**

The Governing Body recognises the valuable contribution that the wide range of additional activities including clubs, practical activities, trips and residential experiences can make towards pupils' personal and social education. The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

## **Charging Policy**

This Policy has been written in accordance of the Nottinghamshire County Council LA guidelines and is based on sections 449-462 of the Education Act 1996 which sets out the law on charging for school activities in state-maintained schools. Any charges made by the school must meet the requirements of the Education Reform Act 1996. 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.

## **Charges**

Charges will not be made for any activities which form part of the National Curriculum requirements. No charge can be made for education during school hours.

The Governing Body reserves the right to make a charge in the following circumstances for activities organised by the school:

- Activities outside school hours - The full cost to each pupil of any activities deemed to be optional extras taking place outside school hours. This includes **residential visits**, where a charge will be made for the cost of board, lodging and travel costs (subject to statutory exceptions). The cost will not exceed the actual cost of provision.
- Before and After School Care – The cost for each pupil to attend The Burrows Club will be reviewed annually by the full Governing Body.

- **MUSIC TUITION**

The school does provide music tuition for all children as part of the curriculum including choir and the school does not charge for this.

Individual and small group musical instrument lessons are available to all children and these are charged. The instrument can also be hired at a charge. For any children on Pupil Premium, these charges will be remitted.

- **SWIMMING**

The school organises swimming lessons for all children in the school throughout the school year and during the school day. The school does not charge parents for these lessons. Parents are advised of the dates their child will be swimming and asked to sign a consent form if they would like their child to wear goggles provided by the parent.

- **Charging in Kind**

The cost of materials, ingredients (or provision of them by parents) for practical subjects will be charged if the parents have indicated in advance that they wish to own the finished product.

- **UNIFORM**

The school asks parents to support the ethos of the school by providing children with the requested uniform (see Uniform policy). The uniform can be branded or non-branded to allow for freedom and flexibility as to where it can be purchased from. The school also holds a small stock of donated uniform available for any parents to purchase. School Book Bags will also be provided to children in receipt of Pupil Premium funding for free on entry to the school.

## **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 pupils of parents who are unable or unwilling to contribute will not be discriminated against and will be able to take part in the activity if the activity takes place. The contributions will not exceed the actual cost. In the event of insufficient voluntary contributions being made the activity may have to be cancelled and refunds will be given.

## **Breakages**

In cases of wilful or malicious damage to equipment or breakages, or loss of school books or equipment on loan to pupils the Headteacher in consultation with the Chair of the Governing Body may decide to make a charge. Each incident will be dealt with on its own merit and at their discretion.

## **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 review the Charging and Remissions Policy as necessary.

### **Remissions Policy**

Where the parents of a pupil are in receipt of state benefits which would entitle their child to receive free school meals (FSM) the Governing Body will remit in full the cost of board and lodging for any residential activity (classed as an optional extras taking place outside school hours). In other circumstances the Governing Body will invite parents to apply in confidence to the Headteacher for the remission of charges in part or full. The Headteacher in consultation with the Chair of Governors will make authorisation of remission.

### **NB**

The use of pupil premium (current government funding for families on a low income) will be used by the school in partnership with the relevant families of children receiving FSM to contribute to the charges identified in this policy and any others considered by the Head Teacher to ensure the pupils' academic achievement and pupils' wellbeing is not disadvantaged.