

Charging and Remissions Policy

Date	Review Date	Coordinator	Nominated Governor
September 2026	September 2027	Laura Oakes	Governing Body

Rationale

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual or group music tuition.

Voluntary contributions for activities as part of the Curriculum

When organising school trips, visits or workshop activities which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the activity. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel the activity. 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 is still allowed to participate fully in the trip or activity as long as parental consent has been given. If appropriate and funds allow, the school or Longleaze School Association (LSA) may pay a proportion of the costs in order to support a visit. Parents have a right to know how each trip is funded. The level of voluntary contribution for certain school visits may be prohibitive for some parents and carers. It is considered at this time that a maximum contribution of £35 should be requested. The costs to the school should not be above this amount unless additional monies have been secured. Money from pupil premium is allocated in the budget to assist some parents with the costs of trips.

Music Tuition

All children study music as part of the normal school curriculum. We do not charge for this. Extra-curricular clubs run by members of staff are also free of charge. There is a charge for individual or group music tuition if this is not part

of the National Curriculum. This charge is paid directly to the music providers. Peripatetic music teachers teach individuals or small group lessons on the school site. We give parents information about additional music tuition at the start of each academic year.

Swimming

The school organises swimming lessons for all KS2 children in six-week blocks during the year. Lessons take place in school time and are part of the School Curriculum agreed by the Governing Body. We ask for a voluntary contribution to cover the cost of the swimming session, and the provision of a lifeguard and specialist teacher. We inform parents when these lessons are to take place.

Optional Extra Activities

(Activities which take place wholly or mainly outside school hours and are not required in order to fulfill statutory duties relating to the National Curriculum or to Religious Education)

It is the governors' policy to charge for such activities organised by the school. The basis for calculating the charge will be proportionate for each participating child for travel, board & lodging, materials, books, equipment, entrance fees and insurance. The following is a list of additional activities organised by the school, which require voluntary contributions from parents. This list is not exhaustive:

- sporting activities which require transport expenses.
- outdoor adventure activities.
- residential visits.
- musical events

Activities not run by the School or LA

When an organisation acting independently of the school or LA arranges an activity to take place during school hours and parents want their children to join the activity, such organisation may charge parents.

Residential Visits

The school organises an annual residential visit for Year 6 children. The cost of this trip includes board and lodging, transport, materials, entrance to any sites visited and charges for any activities to be experienced. Where available, sponsorship will be provided for children of families on forms of income support

or in special circumstances to enable them to take part. This is stated clearly in letters and is dealt with discreetly and in confidence by the headteacher. Parents will be given the option of a payment plan to spread the costs of the residential visit.

Charging in Kind

The cost of ingredients, materials, equipment etc. needed for practical subjects such as food technology or DT is budgeted for and borne by the school. However, the school may charge for or require the supply of ingredients and materials if the product is to be owned and taken home by the child afterwards e.g., food products, models containing electrical equipment or batteries. The school will inform parents prior to activities, giving them the choice to pay for materials or purchase their own materials for the activity.

Breakages & Fines

The Governors reserve the right to ask parents to pay for the cost of replacing any item.

such as:

- broken windows
- defaced, damaged or lost books.
- replacement reading or homework diaries.
- any item damaged as a result of unsatisfactory child behaviour.

Special Needs

The Governing Body confirms that no child with special needs or disabilities will be treated any differently than any other child. The school will take all reasonable steps to avoid putting children with special needs at a substantial disadvantage.

This policy is aligned with the principles set out in the school's Child Protection policy and should not contradict these principles.