

Charging and Remissions Policy



Adswood Primary School

Ratified by Governing Body on:	July 2026
<i>M. Smart</i> Head Teacher	<i>J Dancy</i> Chair of Governors
Governing Body Review Date:	July 2027

As legislated by the Education Reform Act 1988, as amended, the School Governors are required to determine and publish a charging and remissions policy.

School Hours.

School hours are those when the School is actually in session. They do not include the mid-day break.

School hours are: 8.40 am to 3.15 p.m.

Midday breaks are: 11.40-12.25 / 12.25-1.10

1.1 All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum, with the exception of some individual or small-group music tuition.

2 Voluntary contributions and remissions

2.1 When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents and carers to contribute to the cost. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents or carers have not paid any contribution. We do not treat these children differently from any others.

2.2 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, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents and carers have a right to know how each trip is funded, and the school provides this information on request.

2.3 The following is a list of additional activities, organised by the school, which require voluntary contributions from parents and carers. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to or by a theatre company;
- school trips abroad;
- musical events;
- cultural events.

3 Residential visits

3.1 If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the educational aspect. However, we do suggest a charge to cover the costs of board and lodging, and travel etc. If we cannot raise sufficient funding through these voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

4 Music tuition

4.1 All children study music as part of the normal school curriculum. We do not charge for this.

4.2 There is a charge for individual or small-group music tuition, if this is an additional curriculum activity, and not part of the National Curriculum. These individual or small-group

lessons might be taught by peripatetic music teachers. We make a charge for these lessons payable in advance depending on cost. We give parents and carers information about additional music tuition as it is made available.

5 Swimming

5.1 The school organises swimming lessons for all children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity. We inform parents and carers when these lessons are to take place.

6 Football / other sports / After school clubs

6.1 The school sometimes offers additional football / sports coaching or other clubs during school, after school and at lunch time. School staff, a qualified coach or other provider, who is not a member of the school staff, may run and organise these sessions/ clubs. We may make a small charge for these sessions/clubs payable in advance, depending on cost. Parents / carers will be advised of the cost in advance.

7 Nursery sessions

7.1 Nursery children are entitled to 15 or 30 hours of nursery provision funded by the government.

7.2 The school may choose to offer extra sessions depending on availability and need. The charge for these sessions will be £10.00 payable in advance, and arranged through school.

8 Breakfast Club /After School Club

8.1 All children, including nursery children are welcome to join our Breakfast Club/APS Club. The charge for breakfast and supervised activities is £3 per day for Breakfast Club and £10 per night for APS Club - to be booked and paid for in advance.

9 Hire of School Hall

9.1 The school hall may be booked by any credible organisation, e.g. community groups, at the rate of £40.00 per hour. This will be at the discretion of the Governing Body / Headteacher.

10 Information/Marketing literature

10.1 The school may charge outside organisations e.g. sports clubs, drama groups etc. for the distribution of information / marketing literature to parents. The charge will be ten pounds (£10) per key stage. Such information will be distributed at the discretion of the Headteacher / School Business Manager. Charges may be waived for charitable organisations or local schools directly linked to Adswood Primary School.

11 Monitoring and review

11.1 This policy is monitored by the Governing Body, and will be reviewed every year, or earlier if necessary.