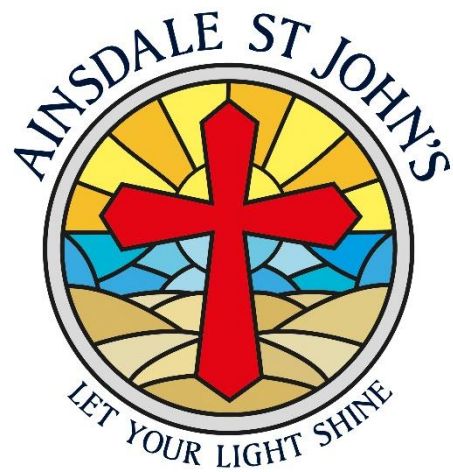




Charging & Remissions Policy

Review cycle: Annual

Next review: February 2027

1. Introduction

This policy sets out the school's approach to charging and remissions for activities, in line with:

- **Sections 449–462 of the Education Act 1996**
- **DfE Guidance: Charging for School Activities (May 2018)**

Ainsdale St John's aims to offer a broad, inclusive range of experiences for all pupils, ensuring no child is excluded because of financial circumstances.

2. Activities Provided Free of Charge

The school will not charge for:

- Education during school hours that is part of the National Curriculum, RE, or part of a public examination syllabus for which the pupil has been prepared at school
- Materials, equipment and transport required to deliver the above, excluding individual or group music tuition
- Supply cover for teachers attending residential visits with pupils

3. Optional Extras (Chargeable Activities)

Charges *may* be made for activities defined as "optional extras", including:

- Materials, books, instruments or equipment where the parent wishes the child to own them
- Education outside school hours that is not part of the National Curriculum
- Certain early years provision
- Transport for non-curriculum activities
- Board and lodging on residential visits (up to the actual cost only)

Where charges are made, they will not exceed the actual cost.

4. Voluntary Contributions

The school may request voluntary contributions for activities that enrich the curriculum, such as:

- Educational visits
- Theatre or musical experiences
- Sporting events requiring transport
- Outdoor adventure activities

Key principles:

- No child will be excluded because parents cannot contribute.
- If insufficient contributions are received, the activity may be cancelled.
- Support may be considered for families in financial hardship.

5. Residential Visits

The school will not charge for:

- Education provided on visits during school hours
- Education on visits outside school hours where it forms part of the National Curriculum, examination syllabus, or RE

The school *will* charge for:

- Board and lodging (not exceeding actual cost)
- Transport, insurance and activity fees for residential classed as optional extras

Remission for Residential

Parents who receive the following benefits will be exempt from board and lodging charges:

- Universal Credit (income < £7,400 after tax)
- Income Support
- Income-based Jobseeker's Allowance
- Income-related ESA
- Support under Part 6 of the Immigration and Asylum Act 1999
- Guaranteed State Pension Credit
- Child Tax Credit without Working Tax Credit, income ≤ £16,190

6. Music Tuition

The school does not charge for music taught as part of the curriculum.

However, charges will apply for:

- Individual or small group instrumental tuition from external providers
- Examination entry fees where the pupil has not been prepared in school
- Damage to loaned instruments

7. Extended School Provision

Charges may be levied for access to before-school, after-school, or holiday provision. Fees are reviewed annually.

Ainsdale St John's-specific information:

Rise and Shine Wraparound Care

Breakfast session £4.50 per session or £20.00 for the full week(5 days)

After School session £11.00

8. Lettings

Written requests for community use of the premises will be considered. Charges may apply for:

- Use of rooms / halls
- Facilities (e.g., playground / forest school)

9. Damages & Breakages

Where intentional or malicious damage occurs, the school may charge parents for:

- Repair or replacement of equipment
- Damage to school property

Each case will be considered individually by the Headteacher and Chair of Governors.

10. Replacement Items

Charges may be made for replacing lost or damaged items such as:

- Reading records
- Homework folders

(Examples: £2–£3 per item)

11. Remissions

The Governing Body may remit (wholly or partly) charges otherwise payable where:

- Families receive certain benefits
- Exceptional circumstances apply

- Inclusion would otherwise be compromised

A clear and fair application process will be maintained.

12. Roles and Responsibilities

Governing Body

- Reviews and approves this policy annually

Headteacher

- Drafts proposals for charges
- Ensures implementation and monitoring

School Business Manager

- Administers financial arrangements
- Provides reports to governors as required

14. Monitoring & Review

This policy will be:

- Monitored termly by the School Business Manager and Headteacher
- Reviewed annually by the Governing Body
- Updated mid-year if legislation or DfE guidance changes