Churchstanton Primary School

Charging and Remissions Policy

Approved by the Board of Governors of Churchstanton Primary School:

Chair of Governors	Mr Jon Wood
Headteacher	Mr Matt Watson
Date Approved	October 2026
Proposed Review Date	Octobber 2027

In accordance with the Education Reform Act of 1988, all education during school hours is free. We do not charge for any activity undertaken as a part of the National Curriculum, with the exception of some individual or small-group music tuition. Schools hours are defined as those when the school is actually in session and do not include the break in the middle of the day.

The governing board of Churchstanton Primary School recognises the valuable contribution that the wide range of additional activities, including clubs, practical activities, trips and residential experiences make towards pupils' personal and social education. All our pupils should have an equal opportunity to benefit from school activities and visits independent of their parents'/carers financial means.

Voluntary Contributions
When organising school visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the costs. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel the visit. If a visit goes ahead, it may include children whose parents/cares have not paid any contributions. We do not treat these children any differently from any others.

If a parent/carer wishes their child to take part in a school visit or event but is unwilling or unable to make a voluntary contribution, we allow the child to participate fully in the visit or activity. There is some support for low income families, in which case the child is in receipt of Free School Meals, and this is the criterion used to assess whether support is appropriate.

Residential Visits
If the school organises a residential visit in school time, or mainly in school time, which is aimed at enhancing the curriculum, we make a charge for the child's board and lodging, the educational activities and travel expenses.
It is expected that all parents will meet the full cost of the residential trip. To spread the cost, phased payments will be facilitated.

Extra-curricular activities
Our staff, out of school hours provide some optional activities for which parents have given their consent. These are provided free of charge. Where costs are incurred, parents are asked to contribute so that each activity is self-funding. If funds received are insufficient the activity may be cancelled.

The school offers some outside activities. If a qualified coach, who is not a member of school staff, runs and organises these sessions, we ask parent/carers to cover the costs incurred. We also ask for contributions to cover travel expenses to and from extra-curricular activities.

Visiting Speakers and Performers
Where vising speakers and performers have been invited to enhance the curriculum parents/carers will be asked to contribute so that each occasion is self-funding.

Music Tuition

All children study music as part of the national curriculum, we do not charge for this.

A charge will be made for individual or small group instrumental tuition. The charge will not exceed the cost of provision, to include the cost of the teacher and the cost of sheet music. Parents will be invoiced termly and asked to make a term's commitment in advance of tuition. Tuition may be cancelled if payment is not received in advance.

Loss and Breakage

We maintain the right to recover the full cost of any wilful damage to and/loss of school property or equipment from the parents/carers of the children involved. The initial decision to seek recovery of costs will be at the discretion of the Head Teacher, having due regard to the circumstances of the loss or damage.

General Considerations

In all cases where costs are involved, the school will endeavour to meet these in respect of pupils' personal difficulties, subject to prior agreement by the Head Teacher.

Lettings

Currently the school does not derive any income from lettings of the School buildings or ground, any request should be made to the Headteacher who will refer the request to the Governing Board for discussion/decision.

NB: In all cases, reference to 'parents/carers' include all those with parental responsibility.