



IRLAM PRIMARY SCHOOL

CHARGING AND REMISSIONS POLICY

Updated: September 2026
Review Date: September 2027

INTRODUCTION

At Irlam Primary School, we believe that all children should have equal access to a broad, balanced and enriching education, regardless of family circumstances.

All education provided during the school day is free of charge. We do not charge for any activity undertaken as part of the National Curriculum or for statutory education requirements.

However, there may be occasions where we request voluntary contributions or make charges for additional activities to enhance pupils' learning experiences. This policy sets out when charges may be made and how remissions and financial support are applied.

LEGAL FRAMEWORK

This policy is guided by:

- The Education Act 1996
- Department for Education guidance on Charging for School Activities

VOLUNTARY CONTRIBUTIONS

When organising school trips, visits or activities that enrich the curriculum and educational experience of the children, the school may invite parents/carers to make a voluntary contribution towards the cost.

- Contributions are entirely voluntary
- No child will be excluded if their parent/carer is unwilling or unable to contribute
- Children who do not contribute will not be treated differently
- If insufficient voluntary contributions are received, the school may cancel the activity

The school may subsidise visits where possible. Children eligible for Pupil Premium funding may receive additional financial support, and the school may contribute up to 50% (or more where appropriate) towards the cost of trips.

Parents/carers have the right to request information about how a trip or activity is funded.

OPTIONAL EXTRAS (CHARGEABLE ACTIVITIES)

The school may charge for activities that are not part of the National Curriculum or that take place wholly or mainly outside school hours. These may include:

- After school clubs
- Breakfast and wraparound provision
- Residential visits
- Specialist tuition provided by external providers
- Materials or ingredients for specific projects where parents wish their child to keep the finished product

Charges will always be communicated clearly in advance.

RESIDENTIAL VISITS

From time to time, the school organises residential visits to enhance pupils' personal development, independence and learning experiences.

Visits outside school hours (e.g. weekends)

Where a residential visit takes place wholly or mainly outside normal school hours (for example, the Year 6 residential), the school may charge for the full cost of the visit. This may include travel, board and lodging, activities, instruction, staffing, insurance and administration.

Visits during school time which supplement the curriculum

Where a residential visit takes place during school hours but supplements or enriches learning rather than replacing National Curriculum teaching (for example, the Year 4 residential), the visit is classed as an optional extra. The school may charge for travel, board and lodging, and activities and experiences. No charge will be made for teaching that directly relates to the delivery of the National Curriculum.

Remissions and Support

- Children eligible for Pupil Premium funding will receive full or partial remission
- Payment plans are available
- Additional support may be provided on a case-by-case basis

Parents/carers are encouraged to contact the school office or Headteacher in confidence to discuss any concerns.

SWIMMING

Swimming lessons for pupils in Key Stage 2 take place during school hours and form part of the National Curriculum. No charge is made. Parents/carers are informed in advance and written consent is requested.

AFTER SCHOOL CLUBS

After school clubs run by the school are offered at a small, nominal fee (typically £1–£2 per week) to cover the cost of materials and resources. Remission is available for all children eligible for Pupil Premium funding. No child will be excluded due to financial hardship.

REMISSIONS AND FINANCIAL SUPPORT

The school recognises that some families may experience financial difficulty and is committed to ensuring equality of access for all pupils.

Support may include:

- Reduced or waived contributions
- Payment by instalments
- Subsidised places
- Full remission in exceptional circumstances

All requests for support will be treated sensitively and confidentially.

PAYMENT ARRANGEMENTS

Where charges apply, parents/carers will be notified in advance. Payment methods and deadlines will be clearly communicated. Instalment plans may be arranged where necessary.

REFUNDS

If an activity is cancelled by the school, a full refund will be issued. If a pupil withdraws from an activity, refunds will be considered on an individual basis depending on costs already incurred by the school.

EQUAL OPPORTUNITIES

All activities will be planned and delivered in line with the school's commitment to inclusion and equal access. Financial circumstances will not prevent pupils from participating in educational opportunities.

MONITORING AND REVIEW

This policy will be reviewed annually by the Governing Body to ensure fairness, transparency and compliance with current legislation.