



Carlton VC Church of England Primary School

Charging and Remissions Policy 2026-2027

‘I am the vine, you are the branches; those that abide in me and I in them will bear much fruit’ (John 15:5)

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Staff
Governors

Date:

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Charging and Remissions Policy – Carlton C of E Primary School

Introduction

The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs, practical activities, trips and residential experiences can make towards pupils' personal and social education. The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school, for enrichment activities for all and as additional optional activities.

Charging Policy

Any charges made by the school must meet the requirements of the Education Reform Act 1996. The governors endorse the guiding principles contained in the Act, in particular that no child should have his/her access to the curriculum limited by charges.

Charges

Charges will not be made for any activities which form part of the National Curriculum requirements. No charge can be made for education during school hours. However, voluntary donations may be requested for materials being used.

The Governing Body reserves the right to make a charge in the following circumstances for activities organised by the school:

Activities outside school hours

The full cost to each pupil of any activities deemed to be optional extras taking place outside school hours e.g. lunchtime, before and after school clubs. This also includes residential visits. A charge will be made for the cost of board, lodging and travel costs (subject to statutory exceptions). The cost will not exceed the actual cost of provision.

Charging in Kind

The cost of materials, ingredients (or provision of them by parents) for practical subjects if the parents have indicated in advance that they wish to own the finished product e.g. electric motors.

Voluntary Contributions

The Governing Body may ask parents for a voluntary contribution towards the cost of any activity that takes place during school hours. Parents are under no obligation to make any contribution and pupils of

parents who are unable or unwilling to contribute will not be discriminated against. In the event of insufficient voluntary contributions being made the activity may have to be cancelled and refunds will be given.

Breakages

In cases of wilful or malicious damage to equipment or breakages, or loss of school books or equipment on loan to pupils the Headteacher in consultation with the Chair of the Governing Body may decide to make a charge. Each incident will be dealt with on its own merit and at their discretion. Lost exercise books will incur a charge of no more than 50p.

General

The Governing Body may, from time to time, amend the categories for which a charge may be made. The Governing Body reserves the right to review the Charging and Remissions Policy as necessary.

Remissions Policy

In the case of pupils for whom the school receives Pupil Premium, the Governing Body and/or the headteacher will agree an amount to fund towards the cost of board and lodging for any residential activity (classed as an optional extra taking place outside school hours).

Pupil premium will also be used to subsidise a range of extra curricular activities for eligible pupils as deemed appropriate by the Headteacher and Chair of Governors.

In other circumstances and for parents experiencing financial difficulties, the Governing Body will invite parents to email in confidence to the Headteacher and alternative arrangements can be made using a ring-fenced school fund.

The Headteacher in consultation with the Chair of Governors will make authorisation of remission.

Jo Bevis
3/6/26