



Essendon C of E Primary School

Charging and Remissions Policy

Status: Statutory

Date Approved: September 2025

Review Date: September 2026

Policies are approved and ratified by the Full Governing Body and the approval of policies are recorded within the minutes of the meetings.

1. Introduction

We are committed to ensuring that all pupils have equal access to school activities and educational visits, regardless of their family's financial circumstances. This policy outlines how we manage charges and remissions to support participation in enriching experiences while being mindful of financial pressures.

2. Curriculum Activities

Swimming (KS2)

Swimming lessons are part of the National Curriculum. These take place during school hours. Parents are invited to make voluntary contributions to cover costs such as:

- Instructors
- Transport
- Pool hire

No child will be excluded from swimming lessons due to inability to contribute.

Music Tuition

Curriculum music lessons are provided free of charge.

Optional individual or small group tuition (not part of the National Curriculum) is chargeable. Pupils whose families receive qualifying state benefits may be eligible for free music tuition.

3. Educational Visits and Trips

Day Trips and Enrichment Activities

We organise trips and visits that enhance the curriculum and pupils' educational experience. Parents may be invited to make voluntary contributions toward costs. These contributions help cover:

- Transport
- Entry fees
- Activity costs

If insufficient contributions are received, the trip may be cancelled. However, no child will be excluded due to inability or unwillingness to contribute.

Residential and Non-Residential Trips

Charges apply for both residential and non-residential trips. Support is available for families facing financial hardship, including those eligible for Free School Meals.

4. After School and Extra-Curricular Activities

We offer a variety of after-school clubs and activities. Charges may apply in the following cases:

- For materials used in activities
- When activities are run by external providers

We aim to keep costs low and accessible, and support is available for families who need it.

5. Other Charges

Charges may be levied for:

- Wilful damage, neglect, or loss of school property (books, equipment, furniture, etc.)
- Damage or loss of third-party property where the school is recharged
- Miscellaneous services, such as photocopying

Each case will be assessed individually, and charges will reflect the cost of repair or replacement.

6. Inclusion and Financial Support

We are committed to inclusion and fairness. To support this:

- No pupil will be treated differently based on their family's ability to contribute.
- The school may subsidise costs to ensure participation.
- Parents can request information on how trips and activities are funded.
- Conversations and support will be offered confidentially to families who need help with costs.
- Families eligible for remissions (e.g., Free School Meals) will be supported discreetly.

7. Financial Planning and Considerations

To reduce financial pressure on families:

- Trip details and approximate costs will be published well in advance.
- Instalment payment options are available.
- For short-notice trips, post-trip instalments may be arranged.
- We avoid 'first pay, first served' selection methods to ensure fairness.

8. Monitoring and Review

This policy is reviewed annually by the Governing Body to ensure it remains fair, inclusive, and responsive to the needs of our school community.