

# Forest Edge Learning Federation



## Charging and Remissions Policy

<b>Name of School:</b>	<b>Breamore CE Primary and Hale Primary</b>
<b>Name of Responsible Manager/Headteacher:</b>	<b>Tracy Allen - Executive Headteacher</b>
<b>Date Policy approved and adopted:</b>	<b>September 2025</b>
<b>Date Due for review:</b>	<b>September 2026</b>

## **Introduction**

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 part of the National Curriculum, except for some individual or small-group music tuition.

School hours are defined as those when school is actually in session and do not include the break in the middle of the day.

## **Educational Visits:**

We provide a varied and stimulating curriculum which is enriched by education visits, workshops, and cultural events. These activities often involve a financial commitment by the school. When organising school visits, the school invites parents to contribute to the cost. All contributions are voluntary. We may cancel the visit if we do not receive sufficient voluntary contributions. If a visit goes ahead, it may include children whose parents/carers have not paid any contribution. 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. The school will support those children in receipt of pupil premium with a proportion of the cost. Sometimes, the school pays additional costs to support the visit.

## **Residential Visits:**

If the school organises a residential visit during school time, or mainly in school time, which is to provide education directly related to the National Curriculum, we make a charge for the child's board and lodge, the educational activities and travel expenses. All parents are expected to meet the full cost of the residential trip.

To spread the cost, phased payments will be facilitated. The school will support those children in receipt of pupil premium with a proportion of the cost.

## **Extra-curricular activities:**

Staff, out of school hours, provides many optional activities for which parents have given their consent in advance voluntarily. These are provided free of charge. Where costs are incurred, parents will be asked to contribute to the total so that each activity is self-funding. If funds received are insufficient, the activity may be cancelled. The school offers many different coaching sporting activities after school. If a qualified coach, who is not a school staff member, runs and organises these sessions, we ask parents/carers to cover the cost incurred, often directly to the coach. We may also ask for contributions to cover the cost of transport to and from sporting fixtures.

## **Visiting Speakers & Performers:**

Where visiting experts or performers have been invited to support the curriculum, parents/carers will be asked to contribute so that each occasion is self-funding.

## **Instrumental Music Lessons:**

All children study music as part of the normal school curriculum. We do not charge for this.

There is a charge for individual or small group music tuition since this is an additional curriculum activity and not part of the National Curriculum.

These individual or small group lessons are taught by a specialist music teacher, who will charge as a private arrangement per term.

**School Lunches:**

Payment is encouraged in advance for a week, month or half-term period. Any outstanding payment will be followed up after two weeks of non-payment.

If payment is not forthcoming, the school lunch option will be removed from the family, and the family will be required to provide a packed lunch for the child.

**Loss & Breakage:**

We maintain the right to recover the full cost of any damage to and/or loss of school property or equipment from the parents/carers of the children involved. The initial decision to seek recovery of costs shall be at the discretion of the Executive Headteacher, 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 where parents are experiencing personal difficulties, subject to prior agreement by the Executive Headteacher. If parents are finding difficulties meeting costs, they are asked to contact the school to discuss possible alternative arrangements at their earliest convenience.

**Pupil premium:**

We will fund one school-based/organised extra-curricular club per child in receipt of pupil premium funding a term. We will not normally cover the cost of music tuition unless, in discussion with parents, we decide it will benefit the child. **We will fund 50% of the educational cost of a school trip and travel.** In addition, where deemed appropriate by the school, we will subsidise attendance at breakfast or after school club. We will fund 50% of residential trips.

**REVIEW**

This is a statutory policy

Agreed by governors September 2025

To be reviewed by governors in September 2026