



**St James CE Primary  
Charging and Remissions  
Policy  
2023-2024**

## **CHARGING FOR SCHOOL ACTIVITIES**

### **1. Introduction**

This document sets out our policy on charging and remission for school activities, school trips, optional extras, and extended school provision. This policy takes into account the DfE Document 'Charging for School Activities' (May 2018).

All activities that are a necessary part of the National Curriculum and religious education will be provided free of charge. This includes any material, equipment and transport to take pupils between the school and the activity with the exception of additional individual or group music tuition.

### **2. Optional Extras**

Charges may be made for some activities that are known as 'optional extras'. This can include after school clubs. Where an optional extra is being provided, a charge can be made for providing materials, books, instruments, or equipment.

### **3. Voluntary Contributions**

Voluntary contributions may be sought for activities during the school day which entail additional cost, for example;

- Visits to museums and places of interest
- School trips
- Musical events
- Theatre visits
- Sporting activities which require transport expenses
- Outdoor adventure activities

Nothing in legislation prevents a school from asking for voluntary contributions to benefit the school or any school activities. It is also important to note that no child will be excluded from an activity simply because his/her parents are unable to pay. If insufficient voluntary contributions are raised to fund a trip, then school can take the decision to cancel the trip. If a parent is unable to pay, their child will be given an equal chance to go on the visit.

### **4. Residential Visits**

School offers pupils the opportunity to attend residential visits. This is classed as an optional extra (voluntary enrichment) and a charge is made for board, insurance, lodgings and transport. School will not exceed the actual cost. As this is an optional trip the full cost must be paid by the Parent/Carer.

## **5. Music Tuition**

All children study music as part of the normal school curriculum. We do not charge for this. There is a charge for individual or group music tuition. Private teacher ie, keyboard, clarinet teachers, charge for their lessons at a pre agreed rate. Parents are informed about additional music tuition as it becomes available.

## **6. Remissions**

The Governing Body may remit (wholly or partly) any charge which would otherwise be payable to school in accordance with this charging policy.

(For example, a school may decide to provide an Italian language evening class as an optional extra. The governing body may decide to reduce the cost for those children whose parents are in receipt of certain benefits).

## **7. Lettings**

The Governing Body will consider any written applications for community use of the premises. Charges may be made for the use of the building or facilities.

## **8. Extended Schools**

The level of fees is set by the Governor Resources Sub Committee and reviewed annually in the light of its future strategic plans and any other broader economic or social considerations deemed relevant. The current fees are as follows: -

### **St James Seashells Club (Breakfast & After-school Club) Fees**

Early Breakfast Club- £5.00per session (£25.00 per week) 7.45am-8.50am

After School Club - £7.00 per session (£35.00 per week) 3.15pm-5.30pm

Should parents arrive late to collect their child from Seashells Club; a cost of £5 per 15 minutes will be incurred. Payment for sessions must be made in advance via the School Money payment system. Please refer to the registration policies for further information.

Reviewed: July 2023

Next Review: July 2024