

Ethelbert Road Primary School



Charging and Remissions Policy

Together We Thrive

Reviewed	November 2025	
Next Review	November 2028	
Headteacher	Michele Kirkbride	Date:

Aims

Our school aims to:

- Have robust, clear processes in place for charging and remissions
- Clearly set out the types of activity that can be charged for and when charges will be made

The school will follow the Government's regulations on charging for school activities and will also adopt the policy as suggested by Kent County council in carrying out these regulations in that:

1. charges may be made as allowed by current education legislation
2. charges for board and lodgings could be reduced for pupils whose parents are in receipt of jobseekers allowance, family credit or other government allowances.
3. Voluntary contributions will be sought from parents to facilitate the coordination of activities during school hours for which charges may no longer be made.

No charges may be made for education in any form within the school sessions, except for individual music tuition where parents have made such arrangements.

No charges may be made for any education provided by the school wholly or mainly outside school hours if undertaken specifically to fulfil statutory duties relating the National Curriculum, except for board and lodging fees where a residential visit is undertaken.

Charges may be made for optional extras in terms of activities arranged by the school to take place wholly outside school hours. Where a residential trip is concerned, if more than a certain proportion of the time, as laid down in the regulations, is school session time, then no charge can be made for travel or other expenses except board and lodging, and any fund raising for this purposed must be on the basis of voluntary contributions.

Music tuition

The school can charge for instrumental tuition provided either individually or to groups of pupils, provided that the tuition is provided at the request of the pupil's parent. Charges may not exceed the cost of the provision, including the cost of the staff giving the tuition.

Charges cannot be made:

- If the teaching is an essential part of the national curriculum
- If the teaching is provided under the first access to the Key Stage 2 instrumental and vocal tuition programme

- For a pupil who is looked after by a local authority

Residential visits

The school can charge for board and lodging on residential visits, but the charge must not exceed the actual cost.

Voluntary contributions

The school is able to ask for voluntary contributions from parents to fund activities during school hours which would not otherwise be possible. Some activities for which the school may ask parents for voluntary contributions include:

Visits to museums;

- Sporting activities which require transport expenses;
- The hire of the Gym
- Outdoor adventure activities;
- Swimming lessons;
- Visits to the theatre;
- School trips;
- Musical events;
- Residential Visits

There is no obligation for parents to make any contribution, and no child will be excluded from an activity if their parents are unable to pay. If the school is unable to raise enough funds for an activity or visit then it will be cancelled.

Parents may not be charged for books, exercise books, paper, pencils, etc, although they can be asked to contribute by voluntary donation towards the school's equipment in general.

Remissions

In some circumstances the school may not charge for items or activities. This will be at the discretion of the Headteacher and will depend on the activity in question.

The school uses the Pupil Premium to subsidise charges for those children in receipt of this funding.

Other Charges

Charges may be made to parents for replacing lost books or for damage to equipment and premises to be repaired. The amount to be charged will be at the discretion for the Headteacher.