



Kendall Church of England
Primary School

Charging & Remissions Policy

relating to Kendall C of E Primary School

was approved by the Governing Body on

30th September 2025

Charging and Remissions Policy

1 Introduction

1.1 This policy should be read in conjunction with our vision and other relevant policies such as school visits.

1.2 Kendall Church of England Primary School follows the DFE guidance on charging for school activities.

1.3 All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum, with the exception of some individual or small-group music tuition and swimming where we may ask for a contribution towards the cost.

2 Voluntary contributions

2.1 When organising school trips, events or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. Parents are made aware that all contributions are voluntary, and, if we do not receive sufficient voluntary contributions, we may cancel an event. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

2.2 If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded, and the school provides this information on request.

2.3 The school provides a payment scheme so that parents can spread the cost over a period of time.

The following is a list of additional activities, organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums, country parks, wildlife parks;
- outdoor adventure activities;
- visits to or by a theatre company;
- residential school trips;
- musical events, drama workshops, dance workshops.

3 Residential visits

3.1 At the initial parents meeting for any residential trip it is made clear that we can charge for the costs associated with the trip and that there is support for parents in regard to paying for the trip. Some of this support is universal, for example, spreading the cost over a period of time and some of the support is dependent on the specific circumstances of families, for example, those in receipt of benefits or those with more than one child eligible to attend the trip. The headteacher decides the specific support with due regard for the law and all relevant Local Authority guidance.

3.2 As with all other trips it is also stressed that if insufficient funds are raised the trip would be cancelled.

4 Optional Extras

Charges may be made for some activities that are known as 'optional extras'. This is where the education provided outside of school time that is not part of the National Curriculum. Participation in any optional extra activity will be on the basis of parental choice and a willingness to meet the charges. Parental agreement is therefore a necessary pre-requisite for the provision of an optional extra where charges will be made.

5 Music tuition

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

6 Swimming

The school organises swimming lessons for all children. These take place in school time and are part of the National Curriculum. We request parents make a voluntary contribution for this. We inform parents when these lessons are to take place, and we seek the parents' written permission for their children to take part.

7 After-school clubs

The school offers an extensive range of after-school activities run by school staff and also by external providers at a charge to parents.

8 Childcare

Parents/Carers will be responsible for meeting full costs for childcare provided by school or by a partner working with school, including any transport costs for supervised transfer. Parents/Carers may be eligible for financial support towards childcare costs. The school will aim to promote financially self-sustainable childcare with full regard to existing provision within the locality.

9 Loss of/ Damage to School Property

Parents/Carers may be asked to meet the costs of repair/replacement of school property lost or damaged as a result of a pupil's misbehaviour.

10 Unpaid Charges:

Those unpaid charges which are legally recoverable will be recouped, together with resultant costs as a civil debt.

11 Monitoring and review

This policy is monitored by the governing body, and will be reviewed regularly.