



Charging and Remissions Policy

Fenstanton and Hilton Primary School

Reviewed By : The Full Governing Body

Date of Review: March 2025

Date of Next Review : March 2026

Introduction

The school recognises the valuable contribution that a wide range of additional activities, including clubs, practical activities, trips and residential experiences can make towards pupils' personal and social education. The school aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

Charging Policy

Any charges made by the school must meet the requirements of the Education Reform Act 1996. The Governing Body endorses the guiding principles contained in the Act, in particular that no child should have his/her access to the curriculum limited by charges.

Charges

Charges will not be made for any activities which form part of the National Curriculum requirements. No charge can be made for education during school hours. However, we will sometimes ask for a contribution to Enrichment Activities which take place in school which we would not otherwise be able to fund (e.g. Tudor Day, or a visit from a local falconry centre). We may also ask for a contribution for transport to an activity (e.g. swimming at St Ivo).

The school reserves the right to make a charge in the following circumstances for activities organised by the school:

- Individual/Group Instrumental Tuition: The cost for providing individual/group instrumental tuition. The charge will not exceed the cost of provision.
- Activities outside school hours or extra enrichment activities within school hours.
- The full cost to each pupil of any activities deemed to be optional extras taking place outside school hours. This includes residential visits. A charge will be made for the cost of board, lodging and travel costs (subject to statutory exceptions). The cost will not exceed the actual cost of provision.
- School reserves the right to not provide a refund when the Off-Site activities insurance does not cover exclusions (e.g. Coronavirus).
- Refund disclaimer: school will not provide a payment refund to parents for trips/events in certain situations out of their control i.e. if a child is off school for whatever reason or an event has to be cancelled due to unforeseen circumstances resulting in the school incurring charges.

Financial assistance to support instrumental tuition, educational visits, enrichment activities and school clubs can sometimes be given to children in receipt of Pupil Premium (including Looked After Children) as part of their whole package of support within school. However, this will be limited to the total amount of the Pupil Premium allocation.

Charging in Kind - definition

The cost of materials, ingredients (or provision of them by parents) for practical subjects if the parents have indicated in advance that they wish to own the finished product.

Voluntary Contributions

The school may ask parents for a voluntary contribution towards the cost of any activity that takes place during school hours. Parents are under no obligation to make any contribution and pupils of parents who are unable or unwilling to contribute will not be discriminated against.

In the event of insufficient voluntary contributions being made, the activity may have to be cancelled and refunds will be given.