

Barleyhurst Park Primary School



Charging and Remissions Policy

Approved by Governors

Date: 27th February 2021

Signed: 

Chair of Governors

Barleyhurst Park Primary School



1. Introduction

1.1 This document sets out the school's policy on charges and remissions in accordance with the terms of the Education Act 1996.

1.2 For the purposes of this document, "School Hours" are those when the school is actually in session and do not include the lunchtime break in the middle of the school day.

2. General Principles

2.1 Education provided during school hours will be free. This includes materials and equipment, and transport provided in school hours by the Local Authority or by the school to carry pupils between the school and an activity. The only exception is individual or group music tuition which is not part of the National Curriculum.

2.2 Parents/Carers will be charged for activities which are wholly or mainly outside of school hours when these activities are not a necessary part of the National Curriculum.

3. Music Tuition

3.1 There will be no charge for music tuition which is part of the National Curriculum.

3.2 Parents/Carers will be charged for individual or small group music tuition which takes place during school hours but is not part of the National Curriculum. This tuition is an optional extra and will only be provided after the parent has agreed to pay the proposed charge.

3.3 At the discretion of the Headteacher, charges may be reduced or waived in any case where there is financial hardship or challenging family circumstances.

4. School Visits

4.1 Parents/Carers may be asked to make a voluntary contribution towards the cost of a school trip. There is no obligation to make any contribution. Pupils will not be treated differently according to whether or not their Parents/Carers have made any contribution. However, the trip may be cancelled if insufficient contributions are received.

5. School Activity Clubs

5.1 Parents/Carers will be charged for out of school activity clubs. These clubs take place outside of school hours and are optional extras. Parents/Carers will be notified of the charge for the club and will be required to agree to pay the charge before a place is given to their child.

5.2 At the discretion of the Headteacher, charges may be reduced or waived in any case where there is financial hardship or challenging family circumstances. There is a discount for pupils eligible for Pupil Premium.



6. Morning Club

6.1 Parents/Carers will be charged for Morning Club. The charge will include the cost of staff who are contracted to run Morning Club.

6.2 At the discretion of the Headteacher, charges may be reduced or waived in any case where there is financial hardship or challenging family circumstances. There is a discount for pupils eligible for Pupil Premium.

7. School Equipment

7.1 Parents/Carers will be charged for PE bags, book bags and water bottles purchased from the school. It is not compulsory for Parents/Carers to buy a school PE bag, book bag or water bottle.

8. Photocopying

8.1 Third parties may be charged for photocopying on a per copy basis.

8.2 Parents/Carers may be charged for copies of pupil records that are held on file at the school.

8.3 The school may charge for copies of school policies that are available electronically.

9. Hot School Meals

9.1 Hot school meals are provided by an outside provider. Parents/Carers will therefore be required to make payment in full and in advance for hot school meals. Pupils in Foundation, Year 1 and Year 2 do not pay for school meals as they are entitled to Universal Infant Free School Meals.

9.2 Free School Meals are available to eligible pupils who attend school on a full time basis. Parents/Carers do not have to pay for hot school meals if they receive any of the following:

- Universal credit in prescribed circumstances
- Income Support
- Income Based Jobseekers Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed £16,190
- The guarantee element of State Pension Credit
- An income related employment and support allowance that was introduced on 27 October 2008
- Pupil Premium pupils who are no longer entitled to Free School Meals will have a 50% discount on hot meals



10. Lettings

10.1 The school charges for lettings as detailed in the School Lettings Policy.

11. School Uniform

11.1 Some uniform is stocked in school for sale. Pupil Premium pupils receive a 50% discount on PE kits.

12. Other Charges

12.1 Parents/Carers will be required to meet the costs of breakages or damage to school property and premises as a result of their child's misbehaviour.

11.2 Parents/Carers may be charged for loss of or damage to school books.