

Milby Primary School

Charging and remissions policy 2025-2026



1 Introduction

The purpose of the policy is to ensure that there is clarity over those items which the school will provide free of charge and for those items where there may be a charge.

2 Definition

The school day is defined as 8.40am – 11.45am and 12.45pm - 3.15pm. The midday break does not form part of the school day.

3 Responsibilities

The headteacher and governors will ensure that the policy is applied fairly and consistently.

4 Policy statement

During the school day all activities that are a necessary part of the National Curriculum and Religious Education will be provided free of charge. This includes any materials, equipment and transport to take pupils between the school and the activity. It excludes charges for pupils' private music lessons provided by Warwickshire Music Service or any other activities that are not considered part of the National Curriculum.

Voluntary contributions may be sought for activities during the school day or activities that extend beyond the school day which entail additional costs, for example trips and visits. In these circumstances no pupil will be prevented from participating because their parents or carers cannot, or will not, make a contribution. If insufficient funds are available, it may be necessary to curtail or cancel activities.

From time to time, we may invite a non-school based organisation to arrange an activity during the school day. The school may ask for a contribution to reimburse costs. No child will be prevented from participating in such an activity because their parents or carers cannot, or will not, make a contribution.

5 Optional activities outside of the school day

The school may make a charge for optional, extra activities provided during or outside of the school day. Such activities are not part of the National Curriculum or Religious Education.

6 Remissions

The school will make a full subsidy for any trips, visits or residentials for the following groups of pupils: pupils in receipt of free school meals (NOT universal free school meals); Looked After children or those adopted from care; pupils of parents who serve in the armed forces.

7 Calculating charges

When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating. Charges will not be increased to cover those who do not contribute; however, the school may choose to cancel any activity if there are insufficient funds available to meet the cost.

8 Damage to property

Any damage to school property, caused by a child not following the school's behaviour policy, will result in a cost implication that parents are expected to pay.

8 This policy is reviewed annually. The next review will be in September 2026.