



Together we Develop, Inspire, Succeed

CHARGING & REMISSIONS POLICY

REVIEWED: March 2026
REVIEWED BY: Resources Committee
NEXT REVIEW DUE: March 2027

1. Policy Vision

Our Vision runs through every aspect of our school, including our policies. As part of this, through our Policy Name, we aim to work **together** as a team of staff and governors to:

Develop our understanding of the Health & Safety legislation through consultation with the County Council and their template documents.

Inspire the whole school community to reduce the risks associated with Health & Safety for everyone who uses the school and takes part in school activities.

Succeed in creating an environment that is safe for learning and teaching.

2. Charging Policy

The school wishes to provide for all pupils the best possible educational opportunities available within the funds allocated by the Education Authority. The law states very clearly that education during normal school hours is to be free of any compulsory charge to parents and the school wholeheartedly endorses that principle and is committed to uphold the legal requirements.

It is recognised, however, that many educationally valuable activities have been and will continue to be dependent on financial contributions in whole or in part from parents. Without that financial support, the school would find it impossible to maintain the quality and breadth of the educational programme provided for pupils.

The law recognises that charges may be made to parents in certain defined circumstances, provided that each school has identified the activities for which charges will be made and has explained the basis on which charges may be reduced or waived for certain pupils. The Governing body of Dinglewell Infant School has decided that until further notice its policy will be as follows:

a. **Day Visits or Visiting Performers/Artists**

We will ensure parents are notified as early as possible. For day visits occurring during school time the school will invite a voluntary contribution from parents to meet costs. No child will be excluded from school time visits due to financial hardship.

For visits outside school time parents will be charged for all allowable costs.* Charges may be waived or reduced for children whose parents make application to the Head and at his/her discretion where there are clear issues of hardship.

*Allowable costs include:

- (a) The pupil's travel and subsistence costs;
- (b) Materials, books, instruments and other equipment;
- (c) Non-teaching staff;
- (d) Costs of teaching staff where separately engaged under a contract for services for the visit or activity;
- (e) Entrance fees to museums, castles, theatres etc.;
- (f) Insurance costs.

For visiting performers the school may invite a contribution towards the costs.

Parental permission will be obtained by receiving a signed slip back from parents or by completing payment via Parentpay.

b. **Any visit required because of the National Curriculum or the law on Religious Education.**

The school will invite voluntary contributions from parents to meet costs.

c. **Classroom Materials**

No charge will be made for materials or equipment. However, for certain practical activities (Technology, Cookery etc.) parents may be invited to contribute on a voluntary basis. Where parents would like to possess the finished product, the school reserves the right to charge the cost or require the supply of the necessary materials.

d. **Clubs and extra curricular activities**

Any extra curricular activities, including those provided in conjunction with outside agencies, may be charged to parents. Charges may be waived or reduced for children whose parents make applications to the Head and at her discretion where there are clear issues of hardship.

e. **Before School Club**

The Before School Club is provided as part of the school's extended services and is expected to be self-financing. Sessions are charged at a rate of £6.60 per child per session to include breakfast.

f. **After School Club**

The After School Club is provided as part of the school's extended services and is expected to be self-financing. Sessions are charged as follows:

From 15:15 to 16:30 - £7.50 per child

From 15:15 to 17:30 - £9.50 per child

2. **Remissions Policy**

Certain activities and visits where charges can legally be made, will be offered free of charge to all children who are in receipt of a Pupil Premium payment. These include school trips, after school clubs and attendance at the Before and After School Clubs subject to availability. Such provision will be funded from the school's Pupil Premium funding.

3. The Governors of the School are required to review this policy annually.