

GHYLLGROVE PRIMARY SCHOOL



Charging and Remissions Policy

Reviewed by the Governors: Autumn 2025

Date to be reviewed: Autumn 2026

CHARGING AND REMISSIONS POLICY

We provide a creative curriculum for children in our care. It is recognised that educational visits enhance teaching and learning. Where education is provided wholly or mainly during school hours, it should be free. It is therefore not possible to levy a compulsory charge for transport or admission costs for swimming lessons or for visits to museums, etc. during school hours. However, without financial support, Ghyllgrove would not be able to maintain the quality and number of educational experiences we plan to provide for our children.

Voluntary Contributions

Parents/carers are asked for a voluntary contribution towards the cost of:

- Activities which take place during school hours
- School funds generally

Every effort is made to keep the costs reasonable and most activities are subsidised by the individual school's budget or through funding raising means. Charges are based on actual costs incurred, divided by numbers of children attending. The contribution will be genuinely voluntary, though, and the pupils of parents/carers who are unable or unwilling to contribute will not be discriminated against. If your child is unwell on the day of the trip the money is non-refundable.

Where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, the activity will be cancelled.

Residential Trips

We are permitted to charge for the cost of board and lodging during residential school trips (and this cost must not exceed the actual cost of the provisions). Parents/carers are provided with ample time to pay via instalments to help spread the overall cost. Anyone who is experiencing financial difficulties, may approach the school to be considered for additional support (see Remissions below).

If your child is unwell and unable to go on the residential trip the money is non-refundable.

If there are insufficient contributions to make up the shortfall, the residential trip will be cancelled. The school will often subsidise costs, especially transport from school funds.

Remissions

In circumstances of family hardship that makes it difficult for children to take part in a particular activity for which a charge is made, or where parents/carers are in receipt of Free School Meals, parents/carers may apply in confidence for the remission of charges in part or full. Authorisation for the remission of charges will be made by the Headteacher as the decision will depend upon the availability of resources.