

# Hipsburn Primary School

## Charges for School Activities and Remissions policy

September 2025



Our School Vision:

*"The most valuable gift we can give a learner is to enable them to think for themselves, to care for others and thereby acquire a sense of self-worth and confidence which can be used to benefit both society and the individual."*

## **Introduction**

In accordance with Sections 106-111 and 117-118 of the Education Reform Act 1988, the Governing Body make no charge for education or educational activities provided during school hours as part of the published curriculum. However, the Governing Body recognises the valuable contribution that the wide range of additional activities can make towards the personal and social education of pupils. The Governing Body therefore reserve the right to levy charges for certain activities arranged by the school.

## **Voluntary Contributions**

When organising school trips, visits and/or activities, which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trips / activities. All contributions are voluntary. If not sufficient voluntary contributions are received, a trip / activities may be cancelled because it is not financially viable due to insufficient contributions. If a trip / activity goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

The following is a list of additional activities organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- school trips
- visits to museums, galleries, theatres
- sporting activities (including transport to swimming)
- musical events
- outdoor adventure activities
- materials required for extra curricular activities

It is the Governors' policy to charge for certain activities organised by the school.

## **Residential Activities**

The full cost for activities including residential visits which take place out of school hours may be charged to parents. In fixing the charge, the school may take account of the costs for travel, board and lodging for supervising staff. No charge will be made for payments to teachers who accompany such visits.

## **Music Tuition**

If pupils receive instrumental tuition, (in addition to the curriculum provision) a charge will be made in respect of the teachers' costs.

## **Swimming**

The school will ask for a voluntary contribution to cover the cost of swimming lessons. There are no reimbursements if the child is ill or on holiday. The school will use PE funding to support the cost of the transport to and from the pool.

## **Extra- Curricular Activities**

Voluntary contributions are requested from parents for materials and to fund the additional resources required to run these activities.

## **Remissions**

Remissions of charges will be applied to pupils whose parents are in receipt of the following benefits in respect of board and lodging costs for residential visits:

- Income Support
- Income-based Jobseekers Allowance
- Support provided under Part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, provided the Working Tax Credit is not also received and the family's income does not exceed the amount determined for the purposes of Section 7(1)(a) of the Tax Credits Act 2002
- State Pension Credit where the parent is in receipt of the guarantee credit
- Income related Employment and Support Allowance

Letters to parents giving information of any such activity will invite parents in receipt of any of the above benefits and/or whose children are entitled to Free School Meals (FSM) to make the school aware of the situation so remission can be offered.

The Governing Body may, from time to time, amend the categories of activity for which charges can be made.

## **Monitoring and Review**

The Governing Body will review this policy every year, or earlier in response to legislation changes.

Written by governors - May 2017

Ratified by Strategic Governors Group 26/5/17

Reviewed by Strategic Governors Group 29/1/20

Reviewed by Strategic Governors Group - June 2021

Reviewed by Strategic Governors - May 2023

Reviewed by Strategic Governors - April 2025 (carried forward)