



## SHIPTON BELLINGER PRIMARY SCHOOL

### Charging and Remissions Policy

### SPRING 2025

Shipton Bellinger Primary School offers a broad and balanced curriculum aimed at meeting the needs of all children to ensure that they enjoy their education and achieve to the best of their ability. Additional activities may be offered to further enhance the educational experience.

It is the Governing Body's intention that all pupils should have an equal opportunity to benefit from school activities although some activities offered to the pupils will incur a charge.

At Shipton Bellinger Primary School, we aim to make appropriate charges which enable and encourage the development of a wide range of enriching activities and uses of our facilities.

#### **Purpose of Policy**

The purpose of the policy is to ensure that there is a clarity over those items which the school will provide free of charge and for those items where there may be a charge. The Education Reform Act 1988 states that the education provided by any maintained school for its registered children should be free of charge. With the exception of the items listed below Shipton Bellinger Primary School avoids making any charge for a curriculum led activity. The policy has been informed by the LA policy and DfE guidance. We may ask for voluntary contributions for activities / school visits wholly or partly in school time which otherwise would be prohibited by cost. No child is excluded from any such activity on the basis of non-contribution.

We believe that all our pupils should have an equal opportunity to benefit from school activities and visits (curricular and extra curricular) independent of their parents' financial means. Support is available towards part or all the cost of activity where there are financial difficulties. We may charge where it enables an increase or enriches non-statutory extra curricular provision at any time.

This charging and remissions policy describes how we will do our best to ensure a good range of visits and activities is offered at the same time, try to minimise the financial barriers which may prevent some pupils taking full advantage of the opportunities.

#### **Roles and responsibilities of headteacher, other staff and governors**

The Headteacher, staff and governors will ensure that the following applies:

##### **1. No charges will be made for**

- Education provided during school hours (including the supply of any materials, books, instruments or other equipment)
- Education provided outside school hours if it is part of the National Curriculum

- Education provided on any trip that takes place during school hours. However, Governors have agreed that Voluntary Contributions may be requested.
- Education provided on any trip that takes place outside school hours if it is part of the National Curriculum or part of the school's basic curriculum for religious education.

## 2. Activities for which charges may be made

Optional activities/ extras outside of the school day, we reserve the right to charge for optional extra activities/ extras provided outside the school day, for example an after school sport club.

## 3. Additional considerations

The governing body recognises its responsibility to ensure that the offer of activities and educational visits does not place an unnecessary burden on family finances. To this end we will try to adhere to the following guidelines:

- Where possible we shall publish a list of visits (and their approximate cost) at the beginning of the school year so that parents can plan ahead
- We have established a system for parents to pay in instalments over an extended period of time
- When an opportunity for a trip arises at short notice it will be possible to arrange to pay by instalments beyond the date of the trip

## 4. Cool Milk

Once children reach the age of five parents have the option to pay for their children to have a carton of milk each day. This is provided by Cool Milk. To comply with The School Food Plan's legislation from January 2015 - please see the following link for more information: [www.coolmilk.com/whyschoolmilk](http://www.coolmilk.com/whyschoolmilk)

To register simply follow this link: [www.coolmilk.com](http://www.coolmilk.com)

## 5. Lettings

To hire and rent space in the school premises will incur a charge and this has been agreed by the School Governors following Hampshire Guidance. Please see our Lettings Policy for further information.

## 6. Wraparound Care

- Breakfast club fees are £5.00 including refreshments. Further guidance for this is on our Parents section of the school website  
<https://www.shiptonbellinger.hants.sch.uk/parents/wraparound-care-shipton-bellinger-primary-school-before-after-school-club>
- After School Club fees can be found on our website under the Parents section of the school website  
<https://www.shiptonbellinger.hants.sch.uk/parents/wraparound-care-shipton-bellinger-primary-school-before-after-school-club>
- Payment for our clubs and wraparound care can be paid online via ScoPay
- In line with our Attendance Policy, if a child is not picked up at the end of the school day and placed into After School Club, a charge for this session will be made to the parents.
- Payments are required in advance for wraparound care, unless agreed with the Headteacher.

## 7. Dinner/ Lunch Payments

Children who are not eligible for Free School Meals or Universal Infant Free school meals will be charged for each meal in accordance with the pricing set by the school's catering providers. Payments are required in advance, unless agreed with the Headteacher.

#### **8. Debt Recovery and Unpaid Charges**

Please refer to the schools Debt Recovery Policy as to how the school will recover debt/ unpaid charges.