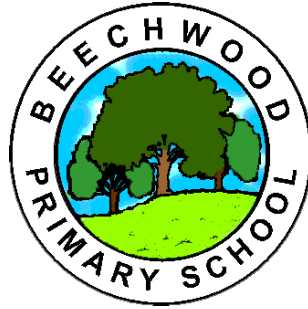




## **BEECHWOOD PRIMARY SCHOOL**

### **CHARGING AND REMISSIONS POLICY**

The education we provide at Beechwood Primary School during school hours is free. Sometimes we ask for a voluntary contribution towards an activity which could not otherwise take place. For some additional activities, we make a charge.

The aim of this policy is to provide clear information on:

- what is provided without charge;
- the activities or cases where the school will make a charge;
- the circumstances where the school will make an exception on a payment we would normally expect to receive under this charging policy.

The school does not charge for:

- admission applications to the school;
- 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 or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education;
- instrumental or vocal tuition, for pupils learning individually or in groups, unless the tuition is provided at the request of the pupil's parent;
- entry for a prescribed public examination, if the pupil has been prepared for it at the school;
- transport in following circumstances:
  - a) to take a pupil to school or to other premises where the local authority or governing body has arranged for the pupil to be provided with education;
  - b) to enable a pupil to meet an examination requirement when they have been prepared for that examination at school;
  - c) in connection with an educational visit.

The school will charge for:

- any materials, instruments or equipment where the child's parent wishes him/her to own them;
- music and vocal tuition provided at the request of a pupil's parent;
- optional extras (see below).

Optional extras are defined as:

- education provided outside school time that is not:
  - a) a part of the national curriculum;
  - b) part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school;
  - c) part of religious education.
- examination entry fee(s) if the pupil has not been prepared for the examination at the school;
- board and lodging for a pupil on a residential visit;
- extended day services offered to pupils (e.g. breakfast club, after-school clubs and supervised homework sessions).

The charge for optional activities will never exceed the cost of provision.

Participation in any optional extra activity will be on the basis of parental choice and a willingness to meet the charges. Parental agreement will always be sought.

### **Day Visits**

The enrichment of our pupils' education through visits is an important part of our curriculum provision and the school allocates a substantial amount of funding annually to ensure that such experiences are regular and of high quality.

Visits may be local and brief; such as a walk or a survey, or one day in length; such as a visit to a museum, historical or geographical site.

### **Voluntary Contributions**

The school will support part of the cost of such visits financially, but we may request a voluntary contribution from parents towards the cost of the visit. This contribution plays a major part in ensuring the economic viability of a trip.

There is no obligation to contribute and participation in the activity will not be dependent on a parental contribution. If there are insufficient parental contributions, however, the activity may have to be cancelled.

The school does not make a profit on visits.

### **Residential Visits**

Residential visits are offered to pupils in each year of Key Stage 2. Currently these additional visits are offered in Year 3 to Nell Bank, Ilkley, Year 4 to the Lake District, Year 5 to Herd Farm and Year 6 to London

We are in the fortunate position of being able to offer such enrichment opportunities due to the exceptional level of subsidy approved by governors for educational trips and visits. Residential visits are not a statutory requirement; they are voluntary activities that we believe are of great benefit to pupils, but are not part of the national curriculum.

We make a charge for board and lodging for residential visits, without which they would not be financially viable.

A deposit is required so that the school can make advance payments for transport and accommodation. This deposit is only refundable if the school cancels the trip or makes the decision that they are not able to take a child for reasons of health and safety.

### **Remission from Charges**

Parents who meet free school meals eligibility criteria will be entitled to remission from charges for board and lodging on residential visits. As in the case of voluntary contributions, however, if there are insufficient parental contributions, a residential visit may have to be cancelled.

The Governing Body supports LA stated Policy and has made, and keeps under review, its Charging and Remissions Policy in line with sections 449-462 of the Education Act 1996.

**Reviewed and approved by Beechwood Governing Body: June 2026  
To review June 2027.**