



# Whitestone Infant School



## Charging & Remissions Policy

July 2025

| NAMED PERSONS RESPONSIBLE AT WHITESTONE |            |           |
|---|------------|-----------|
| POSITION                                | NAME       | SIGNATURE |
| HEADTEACHER                             | N.A. Green |           |
| SCHOOL BUSINESS MGR                     | L. Knox    |           |
| CHAIR OF FRS                            | P. Johnson |           |

This Policy was ratified on: \_\_\_\_\_

Date of next review: Summer 2026

**This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.**

## **INTRODUCTION:**

This Charging Policy complies with statutory requirements and is reviewed on an annual basis by the school Board of Governors' FRS Committee.

## **Aims and Objectives:**

The aims of this Policy are to:

- Set out what the school will not charge for, what it will make a charge for or request a voluntary contribution towards, from parents/guardians.
- Clarify how charges will be determined, so parents and guardians understand why requests for payment are sometimes made for some activities.

## **Activities without charge:**

There will be no charge for the following activities:

- Education provided wholly or mostly during school hours. This includes the supply of any materials, books, instruments, other equipment and also transport provided in school hours to carry pupils between the school and an activity.
- Education provided outside school hours if it is part of the National Curriculum.
- Instrumental and vocal music tuition, which is part of the National Curriculum.
- Instrumental and vocal tuition for children in care.

## **Voluntary contributions:**

The school may ask for voluntary contributions towards the cost of school-time activities to assist with funding, subject to the following conditions:

- Any children of parents who do not wish to contribute will not be treated any differently.
- Where there are insufficient contributions to make the activity viable, the activity will be cancelled.

## **Chargeable activities:**

The school may recover the full costs of the following activities, which may be provided directly

or through commissioned services but charges will not exceed actual cost:

- Educational or other activities provided wholly or mainly outside school hours, which are not:
  - (a) Part of the National Curriculum.
  - (b) Part of religious education.(Note: This could include before and after school clubs run by the school).

- Provision of instrumental and vocal tuition, which takes place during the school day and which has been requested by parents/guardians.
- Provision of materials/ingredients for subjects such as Art & Design or Food Technology, where pupils take home a finished product.

### **Remissions Policy:**

In order to remove financial barriers from disadvantaged pupils, the board of governors has agreed that some activities and visits where charges can legally be made will be offered at no charge or a reduced charge to parents/carers in particular circumstances. This remissions policy sets out the circumstances in which charges will be waived. Criteria for qualification for remission are given below.

If the parent/guardian of a pupil is in receipt of free school meals, charges in respect of some activities and visits may be remitted in full upon written request.

To qualify for free school meals the parent/carers must be in receipt of one of the benefits below:

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on- paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

### **Arrangements for monitoring and evaluation**

The FRS Committee of the board of governors will monitor the impact of this policy by receiving on a yearly basis a financial report on those activities that resulted in charges being levied, the subsidies awarded (without giving names) and the source of those

subsidies. It will seek to evaluate the impact of the school's extended services on those children most in need of additional support.