Charging and Remissions Policy

Overview

This policy has been formulated in accordance with the Local Authority's guidance on charging for school activities, as published on the Barnsley Metropolitan Borough Council website. The education we provide wholly or mainly during school hours will be free however, on some occasions, a 'voluntary' contribution towards the cost of an activity may be requested by the school. Parents are free to decide whether or not to contribute. This policy sets out the principles upon which the school will operate charges and remissions

Aim

1. To make clear what will be provided without charge and what will be offered with a charge attached.
2. To set out what fee remissions may be awarded by the school.
3. To clarify what is meant by any request for voluntary contributions.

Prohibition of Charges

1. No charge will be made for admitting pupils to school.
2. No charge will be made for education provided during school hours, including the supply of materials, books, instruments or other equipment.
3. Tuition costs for swimming lessons will be met by the school.
4. No charge will be made for instrument or vocal tuition for group music lessons taught as part of the National Curriculum.
5. No charge will be made for entry for a prescribed public test or examination (including re-sits) if the pupil has been prepared for it at the school.
6. Transport of pupils to or from the school premises, where the local education authority has a statutory obligation to provide transport.

Charges

1. Board, lodging and transport costs for a residential visit (not exceeding the costs).
2. The proportionate costs for out of school activities and trips to meet the costs of travel, materials and equipment, entrance fees and insurance.
3. The cost charged to the school for music tuition provided by external parties booked by parents for individual children.
4. The cost of non-prescribed examinations or re-sits, where no preparation has been provided by the school (e.g., music exams).

5. The cost of breakages and replacements as a result of damages caused wilfully or negligently by pupils or associated adults.

6. Charges for extended day services such as extra-curricular activities, after school clubs and breakfast clubs.

Remissions

Children who are registered with the Local Authority as being eligible to received Free School Meals will, in addition to having a free school lunch entitlement, also be entitled to the remission of some charges or to a reduced charge in some instances. This is at the discretion of the Headteacher and the Governing body and is related to the school plan for Pupil Premium spending.

Voluntary Contributions

The school may request voluntary contributions towards the cost of some activities planned during school hours.

- Where parents are asked to make a voluntary contribution towards the cost of an activity, which takes place during school hours, or towards school equipment, for donations or for charity events, the contribution will be genuinely voluntary. Pupils of parents who are unable or unwilling to contribute will not be discriminated against.

- The communication of any request made to parents, in this respect, will specify that it is for a voluntary contribution and in no way represents a charge and that the parent is under no obligation to pay if they are unable or unwilling to.

- Where there are insufficient voluntary contributions to make an activity possible, and when there is no way to make up the shortfall, the activity will be cancelled. The responsibility for determining the level of the voluntary contribution against the cost is delegated to the Headteacher or the Assistant Headteacher (in the Headteacher's absence).

Policy Agreed: June 2026

Review Date: June 2027

Signed, Chair or Governors: _____