



CHARGING AND REMISSIONS POLICY

OVERVIEW

The education we provide wholly or mainly during school hours will be free but 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

OBJECTIVES

1. To make clear what will be provided without charge and what will be offered with a charge being made.
2. To clarify what is meant by any request for voluntary contributions.

STRATEGIES

1. No charge will be made for admitting pupils to school.
2. Transport or admission costs for swimming lessons or for visits to museums, etc. during school hours will be met by the school.
3. The school may request voluntary contributions towards the cost of some activities planned during school hours.
4. Where parents are asked to make a voluntary contribution towards the cost of an activity which takes place during school hours, or to school equipment or school funds, the contribution will be genuinely voluntary.
Pupils of parents who are unable or unwilling to contribute will not be discriminated against. Parents will not be subsidising other children who have not paid.
5. When there are insufficient voluntary contributions to make an activity possible, and when there is no way to make up the shortfall, it will be cancelled.
6. The school charges for activities which are deemed to be optional extras. These include clubs which take place at lunch time and after school activities which are not part of our statutory curriculum. Charges for optional extras are not for profit and calculated to cover staffing costs.



7. Residential Visits (Non-Curriculum)

Where a residential visit takes place outside school hours and is not an essential part of the National Curriculum, a statutory religious education requirement, or part of an examination syllabus, the school will charge the full cost of the trip to parents/carers.

The charge will include the actual cost of travel, board and lodging, insurance, entrance fees, and any additional activities. The school will not make a profit from such activities; charges will reflect only the true cost per pupil.

Participation in these visits is voluntary, and pupils whose parents choose not to pay will not be disadvantaged in relation to curriculum entitlement.

Remission of charges may be considered in cases of financial hardship, at the discretion of the Headteacher or Governing Body, and in accordance with the school's general remissions arrangements.

8. Where music tuition or singing tuition is not an essential part of the national curriculum, charges may be made.

9. School Meals are available at lunchtime for children. A charge of £2.75 per day (wef 16/06/25) for either a hot meal or deli snack for all children who are not eligible for Free School Meals (FSM). A packed lunch can be ordered for class trips for the same charge.

10. The school offers fruit snacks and toast at morning break time. For those children who wish to take advantage of this, there is a small charge depending on what item is consumed. The list of charges attached to this policy is reviewed annually.

11. The school offers financial support for disadvantaged pupils and pupils entitled to free school meals. Please contact the Headteacher or school office for further information.

12. There is a separate Lettings policy with a charging structure.

13. Parents may be asked for payment towards the cost of repairing or replacing any part of the fabric of the school or any item of school property that has been damaged or lost as a result of their child's behaviour.
14. Parents may be charged for activities defined as "optional extras", these include activities which are not part of the statutory curriculum. Charges for optional extras are not for profit

15. Charged meals must be paid for in advance. Parents are requested to provide a packed lunch for their children if in arrears of 7 days or more.



OUTCOMES

The funding of activities will be a clear and open process understood by all. We intend that our charging and remissions policy will be in line with that of the LA and that it will meet the requirements of the law.

Charging Structure (with effect from June 2025)

School Meals at lunchtime: £2.75 per day (those not eligible for FSM)

Charging structure for break time snacks:

Slice of toast 20p

Fruit 30p

A piece of fruit or toast is available free to each FSM student.-

Charging Structure for Extra-Curricular Activities (Lunch time and After School)

Clubs run by school staff are free of charge.

Clubs run by non-school staff are £2 per session for after school and £1.50 per session for lunchtime, unless specified otherwise.

Residential Trips:

Please see point 7

Revised and adopted by the Governing Body of Brackenwood Junior School

Lettings

Charges

	–	per hour	per term	per year
Hall	–	£20	£n/a	£n/a
Classroom	–	£20	£n/a	£n/a
Playing Field (no internal access to school)	–	£18	£n/a	n/a



These rates do not include any elements of caretaking
winter periods may include additional heating costs

Brackenwood Junior School does not charge the PTA group, BFG, for events