



Charging & Remissions Policy

Next Review: April 2024

Reasons we may request financial contributions from parents/carers

Whilst we aim to make the minimum number of requests for money from parents/carers, the school reserves the right for its schools to make a charge in the following circumstances:

1. Trips

It is important that additional activities available through school, including clubs, trips and residential experiences, are available and accessible to all pupils. These activities make a valuable contribution to a pupil's personal and social development.

Some of the optional extra activities can prove too expensive to be provided from school funds alone – for example, residential trips. Therefore, a school may ask for a contribution to cover either part or all of the cost of the activity.

However, if an activity is part of the school's core curriculum, any contributions requested from parents/carers will be voluntary.

For each activity where a contribution is being requested, information will be provided on the purpose of the activity and an approximate breakdown of costs.

1.1 Possible remission of charges/costs

If families are experiencing financial difficulty that may prevent a pupil taking part in a particular activity for which a charge is made, the family should contact the school. Where it is known by the school that this may be the circumstance, where possible, proactive contact should be made with the family.

All requests for financial help must be kept strictly confidential and handled with the utmost discretion.

2. Charging for breakages, damage or loss

A school may seek to recover the costs incurred as a result of any item of school property being broken, damaged or lost – either intentionally, through carelessness, or as a result of not following the school's behaviour policy.

3. Purchasing Items

A school may re-sell items such as school uniform or stationery. This should always be done 'at cost'.