



Grimoldby Primary School

Charging & Remissions Policy

Date of Approval: March 2026

Date for Review: March 2029

Reference Points

- Education Act 1996, Sections 449–462
- Education (School Sessions and Charges and Remissions Policies) (Information) (England) Regulations 1999
- The Education (Residential Trips) (Prescribed Tax Credits) (England) Regulations 2003, SI 2003/381
- The School Information (England) Regulations 2008 (as amended)
- Charges for Music Tuition (England) Regulations 2007
- *Charging for school activities: Departmental advice for governing bodies, school leaders, school staff and local authorities* – DfE, October 2014
<https://www.gov.uk/government/publications/charging-for-school-activities>

Possible Contact Points

For support regarding charging and educational visits/journeys:

Evolve (educational visits, sports fixtures and extra-curricular activities)

Tel: 01394 775250

Email: educationvisits@lincolnshire.gov.uk

Website: www.edufocus.co.uk

For support regarding charging and music tuition:

Music Support Service – 01522 553501

Principles of a Charging Policy

Education provided by any maintained school should be free of charge if it takes place wholly or mainly during school hours. The lunch break is not considered to fall within school hours.

Governing Bodies are required to formulate, and keep under review, their own policies in respect of charges and remissions arrangements. No charge can be levied unless such a policy is in place.

Charging and remissions policies adopted by Governing Bodies must meet the requirements of the law. This Charging Policy sets out details of the provision and types of case for which it is proposed to make charges.

Schools are expected to review their remissions policies in relation to children who are entitled to free school meals and may want to consider remissions for instrumental or vocal tuition for siblings of pupils already receiving such tuition.

Principles of a Remissions Policy

The remissions policy sets out the circumstances in which charges will be remitted in whole or in part.

Section 457 of the Education Act 1996 states that where a parent is in receipt of prescribed benefits or allowances, their child is entitled to free board and lodging on a residential trip.

The prescribed benefits are:

- Universal Credit
- Income-based Jobseeker's Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- Child Tax Credit (provided the parent is not entitled to Working Tax Credit and their income does not exceed the government threshold)
- Pension Credit

As a statutory minimum, policies should provide for complete remission of board and lodging charges to pupils whose parents receive the prescribed benefits above if the activity takes place during school hours, or out of school hours but meets legal criteria (e.g., fulfils statutory duties for the National Curriculum, public examinations, or Religious Education)

Charging and Remission Policy

Individual instrumental or vocal tuition

A charge may be made where tuition is:

- Over and above National Curriculum requirements or an approved examination syllabus
- Delivered during the school day at the request of the parent/carer

Children in the care of the Local Authority will continue to be entitled to free tuition.

'Optional extras' (activities outside school time not related to statutory duties)

Charges will be levied unless Governors decide otherwise.

The school will fund any costs arising from Governors' decisions on remissions.

Board and lodging on residential visits

Charges may be made for board and lodging only.

If the visit is wholly or mainly in school hours, children whose parents receive the prescribed benefits are entitled to remission of these charges.

The school will meet the cost involved. Governors will determine any additional remissions beyond the statutory minimum.

Voluntary Contributions by Parents

Parents may be invited to make voluntary contributions for activities where charges are permitted. Requests must make clear that:

- There is no obligation to contribute
- Pupils will not be treated differently according to whether their parents contribute

For activities mainly within school hours (50%+ including transport), no pupil will be excluded because of a lack of contribution.

Charges must not exceed the actual cost of the activity. Other parents may voluntarily contribute above the cost.

Swimming

The school organises swimming lessons for all children in Years 4 and 5. These take place during school time and form part of the National Curriculum.

No charge is made.

Parents are informed when lessons take place and written permission is requested.

Hot School Meals

In Key Stage 2, pupils are charged for school meals, payable in advance.

If a pupil arrives without lunch and the school cannot contact the parent, a meal will be provided and the parent will be charged for that day.

Nursery

Any additional sessions taken beyond funded entitlement are chargeable and must be paid in advance.

Charging Parents for Breakages and Fines

Parents may be asked for a voluntary contribution toward the cost of replacing:

- Broken windows
- Defaced, damaged, or lost textbooks
- Other damage caused by a pupil's behaviour

The Governing Body will consider individual cases.

Educational Visits and Journeys

Due to the complexities in charging, the school will seek detailed guidance from appropriate sources (including Section B8 'Educational Visits' of the LA Admin Handbook) before determining the correct course of action.