



# Little Hayes and Speedwell Nursery Schools Federation



## Charging and remissions policy

### History of most recent policy changes

Date	Page	Change	Origin of Change
March 24	N/A	No change	
May 2023	1	Early Birds removed	No longer part of Federation
May 2023	2	Removed reference to PFA Business manager changed to School bursar	

**Last review date:** February 2026

**Next review date:** February 2027

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## Charging and remissions policy

The Department for Education require both the Local Authority and the Governors of individual schools to formulate their respective charging and remissions policies. The Governors of this school present their Charging and Remissions policy as follows;

### **During School Hours**

All statutory education during school hours is free. We do not charge for any activity undertaken as part of the Early Years Foundation Stage Framework but do ask for a voluntary contribution for some activities.

Parents may be asked to pay for;

- The cost of ingredients or materials if parents have indicated in advance that they wish to own the finished product
- Activities arranged by a third-party subject to certain conditions and requirements

### **Charges for individual pupils may not:**

- Exceed the actual cost of providing the optional extra activity divided by the number of pupils willing to participate
- Include an element of subsidy for pupils whose parents wish them to participate but are unwilling or unable to pay; or include the cost of alternative provision for more pupils who do not wish to participate where a small part of the activity takes place in school hours



## **Voluntary Contributions**

If an activity takes place partly or wholly in school hours then voluntary contributions will be asked for to cover the costs.

The 1988 Education Act draws a distinction between the term 'charges' which are considered to be an obligatory cost and 'voluntary contributions' which are self-explanatory.

Subsidies from various sources e.g. School Fund, will be considered to cover the deficits.

Wherever possible, the school will give sufficient notice to allow parents/carers to pay by instalments if the cost of the activity is significant (for example, a residential trip).

If parents/carers wish their child to take part in a school trip or event, but is unable or unwilling to make a voluntary contribution, the child will be allowed to participate fully in the trip or activity. No child will be left out if his/her parents could or would not contribute towards the cost. However, any proposed activity would need to be viable otherwise the Head, in consultation with the Governing Body, will have the right to cancel such an activity.

The following is a list of additional activities, organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- Visits to museums
- Sporting activities
- Outdoor adventure activities
- Visits to or by theatre companies
- School trips
- Musical events
- Transport
- Fruit for snack time

## **Remissions**

Any parent who is unable to support their child, for financial reasons, for any of the above is encouraged to discuss the issue with the Head Teacher or School Bursar.

Reviewed October 2017

Reviewed October 2018

Reviewed May 2023

Reviewed March 2024

Reviewed February 2026