



Charging and Remissions Policy

Approved by:	Great Steeping Primary School Governing Body
Date:	March 2026
Review due:	March 2027 or earlier if guidance changes

1 Introduction

- 1.1 All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum.

2 Voluntary contributions

- 2.1 When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents and carers to contribute to the cost. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents or carers have not paid any contribution. We do not treat these children differently from any others.
- 2.2 If a parent wishes their child to take part in a school trip or event but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents and carers have a right to know how each trip is funded, and the school provides this information on request.
- 2.3 The following is a list of additional activities, organised by the school, which may require voluntary contributions from parents and carers. These activities are known as 'optional extras'. This list is not exhaustive:
- visits to museums
 - sporting activities which require transport expenses
 - outdoor adventure activities
 - visits to or by a theatre company
 - school trips abroad
 - musical events
 - sports coaching

3 Residential visits

- 3.1 If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education or travel expenses. However, we do suggest a charge to cover the costs of board and lodging, although the Education Act 1996 and the Jobseeker's Act 1995 entitles parents in receipt of Universal Credit, Income Support, Income-based Jobseeker's Allowance, Support under Part VI of the Immigration and Asylum Act 1999, Child Tax Credit, providing that the parent is not entitled to working Tax Credit and their annual income does not exceed £16,190 (as at March 2024), Employment and Support Allowance (Income Related), Working Tax Credit Run-on or the Guarantee element of Pension Credit, to claim full remission of the board and lodging costs. If we cannot raise sufficient funding through voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

4 Music tuition

- 4.1 All children study music as part of the normal school curriculum. We do not charge for this.

5 Swimming

- 5.1 The school organises swimming lessons for all children in Key Stage 1 and 2. These take place in school time and are part of the National Curriculum. We currently make no charge for swimming lessons or transport. We inform parents and carers when these lessons are to take place, and we seek the consent of parents or carers for their children to take part.

6 Great Explorers

- 6.1 The school has the facility of a preschool with places for three and four year old children. The cost is currently £5.21 per hour, rising to £5.53 per hour from 1st April 2026.

7 Lettings

- 7.1 Lettings are charged according to our lettings policy using the scale of charges suggested by the Lincolnshire Children's Services Committee.
- 7.2 An annual charge is agreed for the use of the premises by the Before School, After School and Holiday club run by Great Kids Club.

8 Book bags

- 8.1 Each child is given a book bag when they start at the school. If they need a new bag it can be purchased at the actual cost to the school, currently £5.95

9 Monitoring and review

- 9.1 This policy is monitored by the governing body and will be reviewed annually.