



Charging and Remissions Policy

STATUTORY POLICY

**Agreed by Governors: Autumn 2025
To be reviewed: Autumn 2026**

Introduction

The Governors of Dothill Primary School have adopted the Charges and Remission Policy set out by Telford & Wrekin Council and agrees to review the policy on a regular basis.

The policy is written to comply with the relevant terms of the Education Act 1996, the Education (School Sessions and Charges and Remissions Policies) and the guidance given from DFE "Charging for school activities" May 2018.

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/706830/Charging_for_school_activities.pdf

Key Points

- School cannot charge for education provided during school hours (including the supply of any materials, books, instruments or other equipment)
- Parents on low income and receipt of benefits are informed of any support available to them when being asked to contribute towards the cost of school visits.

Operating the policy

We believe that all our pupils should have an equal opportunity to benefit from school activities and visits (curricular and extra-curricular) independent of their parents' financial means. This Charging and Remissions policy describes how we will do our best to ensure a good range of visits and activities is offered and, at the same time, try to minimise the financial barriers which may prevent some pupils taking full advantage of the opportunities.

As a school, we plan our curriculum to offer real life experiences to children to extend their understanding of the world. We aim to provide a rich, broad and balanced curriculum where environmental visits and arrangements for visitors into our school are given a key, integral role. This includes residential visits.

Voluntary contributions

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents 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 have not paid any contribution or a part contribution. We do not treat these children differently from any others. At the governors' discretion some trips may be subsidised from additional funding streams.

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. Should the trip be cancelled then the reason why must be made clear to parents. Sometimes the school pays additional costs to support the visit. Parents have a right to know how each trip is funded. The school provides this information on request.

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 which require transport expenses
- outdoor adventure activities
- visits to or by a theatre company
- musical events

Optional Extras

Where an “optional extra” is being provided, a charge will be made for providing materials, books, instruments or equipment.

- Activities not related to the National Curriculum taking place “out of school time” e.g. The Family Pantomime at Christmas.
- Individual Instrumental Tuition - Individual instrument and vocal tuition not related to the National Curriculum purchased by parents from Telford & Wrekin music services.
- Materials used in craft subjects - subject to the parents/carers having agreed in advance they wish to own the finished product.
- Items of school uniform with the school logo – can be purchased from our uniform supplier, details of which are on the school website or available from the school office.
- As part of school’s disciplinary code – parents/carers will be asked to meet or contribute towards the costs of damage to or loss of school property arising out of individual pupils' behaviour as long as blame can be established.
- Board and lodging for a pupil on a residential visit.

Residential Visits

The school normally uses Telford & Wrekin Council’s own Outdoor Education Centre at Arthog in North Wales. The charges and remission for this visit are clearly set out for parents when the visit is first arranged.

The school will charge for Board and Lodgings and the charge will not exceed the actual cost.

Music tuition

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

Telford & Wrekin Music Service offer lessons in various instruments which parents must pay for. We do offer individual or small group lessons, which are taught by peripatetic teachers. As these are not part of the National Curriculum and an additional curriculum activity, there is a charge for these lessons. We give parents information about additional music tuition at the start of each academic year.

This policy will be reviewed annually by the Governing Body.