

Bishop Henderson Church of England Primary School



Charging and Remissions Policy (Take from Somerset School's Finance Policy)

Review

Review Cycle	Date of Current Policy	Author(s) of Current Policy	Review Date
Annual	September 2025	Headteacher	September 2026

Ratification

Agreed by Governors on	December 2025
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Vision Statement

At Bishop Henderson Church of England Primary School, we are committed to equality of opportunity in line with the Equality Act of October 2010. We endeavour to make a positive contribution to the whole community by demonstrating qualities such as respect, co-operation and valuing differences while celebrating cultural diversity. This commitment applies to our work in the classroom, our pupil support systems, our recruitment and retention of staff and our work in the local and wider community. We promote the principles and practices of equality and justice throughout the school and we aim to be a school where everyone:

- is respected and respects others
- takes part in the life of the school
- achieves to their potential
- develops skills essential to life

CHARGING AND REMISSIONS POLICY

December 2025

The aim of this policy is to set out what charges may be made for activities, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents.

RESIDENTIAL SCHOOL VISITS

We may charge for the cost of board and lodgings during overnight school trips, but the charge will not be more than the accommodation actually costs. Parents who are in receipt of certain benefits will not be required to pay. Parents should contact the school for further information.

MUSIC TUITION

Charges may be made when the tuition is not an essential part of

- the National Curriculum
- a public examination syllabus
- first access to the Key Stage 2 instrumental and vocal tuition, Wider Opportunities programme

EXAMINATIONS

No charge will be made for entering pupils for public examinations that are on the National Curriculum. However, an examination entry fee may be charged to parents if

- the pupil wasn't prepared for the examination at the school
- the examination isn't on the National Curriculum, but the school arranges for the pupil to take it
- a pupil fails without good reason to complete the requirements of any public examination where the governing body or local authority (LA) originally paid or agreed to pay the entry fee

We may charge for

- re-sits for public examinations where no further preparation has been provided by the school
- costs of non-prescribed examinations where no further preparation has been provided by the school

BREAKAGES AND REPLACEMENTS

We may charge for breakages and replacements as a result of damages caused wilfully or negligently by pupils

EXTRA-CURRICULAR ACTIVITIES AND SCHOOL CLUBS

We may charge for extra-curricular activities and school clubs.

VOLUNTARY CONTRIBUTIONS

We may ask parents for a voluntary contribution towards the cost of

- any activity which takes place during school hours
- school equipment

The contribution is voluntary and pupils of parents who can't, or don't want to, contribute will not be excluded from the activity. Where there are not enough voluntary contributions to make the activity possible, and there are no other ways to get funds, we may cancel the activity.