



Charging & Remissions Policy

Oliver Goldsmith Primary

"Inspiring a love of learning."

Date Ratified: Sept 2026

Date to Review: Sept 2027



1.0 INTRODUCTION

At Oliver Goldsmith School the Governors are committed to a free and comprehensive education, which ensures equality of access and opportunity for all pupils. We want to provide a range of experiences which add excitement and enjoyment to children's learning and personal development. All our pupils should benefit from school visits, curricular and extra-curricular activities.

Many of these activities have a cost associated with them and, unfortunately, cannot be provided unless we ask parents for a contributions and, in some cases, make a charge. But there are some strict rules we have to abide by. Our charging policy, which has been agreed by governors, sets out what we will charge for, how we will try to make it manageable for parents and how we will help parents with limited incomes.

2.0. AIMS

- 2.1 The aim of the Charging and Remissions policy is to ensure that all pupils receive the best possible educational opportunities without financial cost.
- 2.2 The specific aims include that the school does:
 - 2.2.1 not charge in respect of admission to the school
 - 2.2.2 not charge for activities which take place wholly or mainly during school hours, except in the case of individual music tuition or theatre groups and educational experience days led by external consultants or coaches.
 - 2.2.3 not charge for entering a pupil for any prescribed public examination for which the pupil has been prepared by the school.
 - 2.2.4 give as many pupils the opportunity to take part in activities arranged by the school.
 - 2.2.5 ensure that pupils whose parents are unable to make a financial contribution, are not excluded from activities or trips where a charge needs to be made by the school.

3.0 MUSIC TUITION WITHIN SCHOOL HOURS

3.1 Charges for Individual Music Tuition/Small Group Tuition

A charge will be made to parents of pupils receiving tuition, either individually or in a group of up to six pupils in the playing of any musical instrument. Where a charge is made, it will include the cost of the teacher providing the tuition, the cost of sheet music and the hire of a musical instrument when the school cannot provide this. The charge may not cover the full cost of tuition and the Headteacher has the discretion to subsidise the cost of music tuition from the delegated budget.

- 3.2 Where whole class additional teaching is provided as part of a special programme such as BMS wider opportunities, it will be treated as an educational visit and voluntary contributions will be requested.



4.0 Residential Visits

4.1 Board and Lodging

Where a school activity requires pupils to spend nights away from home, the governing board will make a charge for board and lodging whether or not the residential trip is deemed to have taken place in school hours. The charge will not exceed the cost of the board and lodging provided for each pupil involved. Where a trip is deemed to have taken place outside school hours, charges not exceeding the cost may also be levied for travel.

4.2 Remission

Where a pupil participates in a residential trip deemed to take place in school hours, the governing board will endeavour to subsidise the board and lodging charges and travel costs for a Pupil Premium pupil whose parents are in receipt of income support, family credit, an income-based jobseekers allowance (payable under the Jobseekers Act 1995), or Disability Living Allowance.

5.0 TRANSPORT

5.1 In general, any transport provided by the governing board during school hours for regular activities, such as swimming, will be provided free of charge. However, where a pupil makes use of transport not provided by the school to travel direct from home to an activity sanctioned, though not provided by the school, parents will be expected to meet the costs of such travel. Parents will be asked to make a contribution to cover the cost of transport for visits to places of educational interest. No child will be excluded from the trip if a contribution is not made; however, if sufficient contributions are not forthcoming, the school reserves the right not to proceed with the activity.

6.0 EDUCATIONAL VISITS DURING SCHOOL HOURS

5.1 The Education Act 1996 states that no charge can be made for activities that take place wholly or mainly during school hours though parents can be invited to make voluntary contributions. Parents will be asked to make voluntary contributions towards the cost of visits to places of educational interest in line with section 4.2 of this act.

7.0 CHARGING FOR 'FINISHED PRODUCTS'

7.1 A charge may be levied to cover the costs of materials/ingredients for subjects such as design or food technology where parents have indicated in advance that they would like their child to bring home the finished products.

8.0 CLOTHING

8.1 Although no charge will be made for 'equipment' for use in connection with education provided during school hours, clothing is specifically excluded from the definition of



equipment. Parents can therefore be asked to provide their children with such things as painting aprons, PE and sports kit, and football boots.

9.0 SPORTS, GAMES AND SWIMMING

- 9.1 Whilst no charge will be made towards the transport costs and other related costs for sports, games and swimming which take place during the school day, we will write to families to make them aware of the associated costs to the school and ask for voluntary contributions. No child will be excluded if a contribution is not made.

10.0 SCHOOL PROPERTY

- 10.1 The Governors reserve the right to charge parents if their child is found to be responsible for wilful destruction of school property.

11.0 OPTIONAL EXTRAS

11.1 Optional extras (outside school hours)

A charge will normally be levied for an activity defined in section 455 of the Education Act 1996 as an "optional extra" which is provided wholly or mainly outside school hours and is not part of the National Curriculum or part of religious education. Such charges made will not exceed the cost of providing the activity, divided equally among the pupils participating. Those pupils on Free School Meals and/or Looked After (Pupil Premium Pupils) will be given the opportunity to participate in clubs at either a reduced charge or free of charge.

Prior agreement will be obtained from the parents of pupils involved in an optional activity for which a charge is to be made. After school clubs will be charged at a rate of £6 per session in the year 2023-24.

11.2 Optional extras (partly within school hours)

A charge will normally be levied for participation in any optional extra activity which is not required as part of the National Curriculum and which children attend on the basis of parental choice. This includes costs related to additional hours as part of our 30hrs nursery offer.

There is a range of activities, which Oliver Goldsmith may wish to define as "optional extras" in this context. The majority of these will be self-supporting, unless the governing board wishes to meet the cost out of the school's own funds. The charge made can include:

- (i) the pupil's travel costs;
- (ii) the pupil's board and lodging costs;
- (iii) materials, books, instruments and other equipment;
- (iv) non-teaching staff;
- (v) teaching staff engaged under contracts purely to provide an optional extra;
- (vi) insurance costs;



12.0 SPECIAL FINANCIAL ARRANGEMENTS

12.1 Parents who are in receipt of any of the benefits listed below will not be required to pay for:

- (i) Board and lodging on residential visits (not optional)
- (ii) School materials for which a charge might be made (see above)
- (iii) Music tuition
- (iv) Transport to out of school activities

In addition, reduced rates may be negotiated for: Extra-curricular activities

13.0 Benefits Required To Qualify

- (i) Income Support (IS)
- (ii) Income Based Jobseekers Allowance
- (iii) Support under part VI of the Immigration and Asylum Act 1999
- (iv) Child Tax Credit, [provided that Working Tax Credit is also not received and the family's income (as assessed by HMRC) did not exceed £16,190 in the previous financial year]
- (v) The guarantee element of State Pension Credit
- (vi) An income related employment and support allowance
- (vii) Working Tax Credit run on – paid for four weeks after they stop qualifying for Working Tax Credit
- (viii) Universal Credit – if they apply on or after 1 April 2018, their household income must be less than £7,400 a year (after tax and not including any benefits they receive.)

14.0 REVIEW

This policy will be reviewed annually.