

Riverside Primary School

Charging and Remissions Policy

September 2025

Updated March 2025



Charging and remissions policy

Introduction

Under the charging provisions of the Education Act 1996, governing boards of maintained schools and academies must draw up a statement of their charging and remissions policy before they may charge for certain defined activities. Legislation also requires that the policy must be available online. Riverside Primary School's policy below can be found on the school's website.

Education legislation demands that schools, subject to certain exceptions, may not charge for education provided during school hours. However, schools are permitted to charge for other items and experiences provided to the pupils. Schools may also invite voluntary contributions to help support these provisions. Schools have a duty to inform parents on low incomes and in receipt of certain benefits that support is available towards certain costs when they are being asked to make contributions e.g. towards school visits.

Objectives and targets

The objective of this policy is to clarify which items and experiences that the school provides may have a charge levied upon them, how much of the cost the school expects parents to be charged and who will be offered support to pay for items and experiences for their children. It will be no less generous than the local authority's policy.

Action Plan

At Riverside Primary School, we believe the children benefit from outside visits, journeys, visitors and extra-curricular activities in sport and the creative arts. We follow government regulations on charging. When an event takes place during school time, we ask the parents of the children benefiting to share the cost. Legally, we are requesting voluntary contributions, but if we do not receive enough to cover the cost, the activity may be cancelled.

Transporting pupils of the school for the purpose of an educational visit is provided free of charge. However, at Riverside Primary School, we ask for a donation towards the cost of school to pool transport for weekly swimming lessons for pupils in Years 4, 5 and 6.

Remission of charges

No child is barred from attending because her/his parents have not contributed. Families eligible for benefits, and others the headteacher believes are experiencing financial hardship, are not expected or pressured to pay. We keep such information confidential and handle situations discreetly.

Parents who are in receipt of the following benefits are exempt from paying charges:

- Universal credit in prescribed circumstances.
- Support under part VI of the Immigration and Asylum Act 1999.
- The guarantee element of State Pension Credit.

Activities covered

In Years 4, 5 and 6, children are given the opportunity to attend a three-day, two night residential trip to Robinwood Activity Centre in Cumbria within the school week. Government regulations allow us to charge the cost of board and lodging for children, except for those families in receipt of certain benefits.

Class visits/visitors

We do not want any child to miss these valuable experiences. The school voluntary fund subsidises the cost, if necessary, so that the entire class can benefit.

Payment

All payments for school trips can be made directly to the school office. We accept cash and contactless payments. A receipt will be provided upon request.

Queries

If you have a query about a charge, members of the office staff are available between 8.30am and 3.30pm.

Monitoring and evaluation

This policy will be monitored and evaluated in the light of changes to legislation and comments received from parents and other interested parties.

Reviewing

This policy will be reviewed annually.

Next school review due: September 2026