

Beech Hill Primary School



School Charging and Remissions Policy

Reviewed: Dec 2025

Next Review: Dec 2027

Introduction

All education during normal school hours is free. There will be no charge for any activity undertaken as part of the National Curriculum.

1. Voluntary Contributions and Fund Raising

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school may invite parents to contribute to the cost of the trip. All contributions are voluntary. Teachers and children may also organise fund raising events such as coffee mornings or sponsored events to fund visits.

2. Residential Visits

Schools cannot charge for:

- a) Education provided on any visit that takes place during school hours (provided by school)
- b) Education provided on any visit that takes place outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education
- c) Supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential visit.

We will charge for travel, activities, board and lodging – but the charge will not exceed the actual cost.

Once trip arrangements have been booked and confirmed, if contributions exceed the total cost of the trip, a refund will be issued for the amount exceeding £1 per pupil. In the first instance, a refund will be provided per child.

Transfers of funds to another trip (already booked and organised) can only be arranged upon request by the parent or caregiver and after completing the relevant paperwork to transfer the balance. A form can be collected from the school office.

All initial deposits for school trips will be non-refundable. Parents will be informed of this when they are provided with initial information about the trip.

In the event that the school has to cancel a trip due to foreseen circumstances, parental contributions will be refunded. In the event that a school trip is cancelled by a party other than the school due to unforeseen circumstances, it is at the school's discretion as to whether a refund is given to parents.

In the event that a pupil or their parents cancel the pupil's place on a trip, it will be at the school's discretion as to whether a refund is given. The school will take into

account the reason for cancellation, whether the school will be reimbursed for the pupil's place on the trip, and whether the place on the trip can be offered to another pupil.

3. Music Tuition

All children study music as part of the normal school curriculum. There is no charge for this. Additional music lessons will attract a charge.

4. Swimming

The school organises swimming lessons for our Year 4 children. These take place in school time and are part of the National Curriculum. We make no charge for this activity.

5. Damage and Breakages

The school may ask parents to pay for damage to school property or equipment where this is a result of a pupil's misbehaviour.

6. Breakfast Club

Breakfast club is free of charge, all children are welcome to attend breakfast club.

7. Extra Curricular Activities

All sports coaching extra-curricular activities are offered free of charge.

8. School Meals

Dinner money is payable in advance for meals and therefore should be paid on Monday every week, or on the day. £3 per child meal.

Parents will be informed of any increases in the cost of school meals, guidance on meal prices is obtained from the LA.

Failure to pay for the meals taken will result in:

- a text reminder will be sent the following week.
- At the end of the second week, if payment is still outstanding, a letter will be sent saying that their child/ren CAN NOT take any more school meals until the arrears have been cleared.
- If this amount is not cleared within 30 days it will be referred to debt services.

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