

West Coker Primary School



Charging and Remissions Policy A 12

**Approved by the Governing Body of West Coker Primary
School in September 2025**

Phil Hyland
Headteacher.....

Helen James
Chair of Governors.....

Proposed Date of Future Review September 2026

Our Core Christian Values of Respect, Hope, Community, Wisdom and Kindness run through everything we do and help ensure that our pupils flourish and leave our school as conscientious, well-equipped citizens of the future. Together, we seek to embed a supportive, thoughtful and considerate atmosphere throughout that allows everyone to thrive.

WEST COKER PRIMARY SCHOOL
CHARGING AND REMISSIONS POLICY 01/09/2025

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 may not be required to pay the full cost. 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 clubs led by external providers or holiday clubs. Clubs taking place out of school hours will be charged at the same rate as Wrap-Around Care.

WRAP-AROUND CARE

Our wrap around care includes both Breakfast Club and After-School Club for which we will be charging the following costs:

7.00-8.40am - £5.00 (to include breakfast)

3.15-4.15pm - £5.00

4.15-5.00pm - £5.00 (to include a healthy snack)

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.

Date of Policy review _____

Policy approved _____
(Chairperson)