



SOUTHWOOD PRIMARY SCHOOL
CHARGING AND REMISSIONS POLICY

March 2025

Agreed at Governors' meeting held on 25.02.25
Chair of Governors – J Goate
Headteacher – S Halliwell



SOUTHWOOD PRIMARY SCHOOL

CHARGING AND REMISSIONS POLICY

Introduction

We want all our pupils to have an equal opportunity to benefit from school activities, both on and off site, within and outside the curriculum, regardless of their family's financial means. This policy sets out our school approach to charging and remission.

This policy does not apply to charges made and determined by other organisations offering activities and services on the school premises.

Admissions

No charge will be made for admissions.

School Meals

No charge will be made for pupils entitled to free school meals. We will charge all pupils, not entitled to free school meals, an amount determined by the Local Authority.

Fruit and Milk

All children in Nursery, Reception and KS1 Classes receive fresh fruit on a daily basis and cartons of milk are made available to the children in the Nursery. We do not charge for this.

Education

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum.

School Visits or Trips

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may have no option but to cancel a trip. If a trip or visit goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded. The school can provide this information on request.

Music Tuition

All children study music as part of the normal school curriculum. We do not charge for this.

There is no charge for individual or group music tuition if this is not part of the National Curriculum.

Swimming

The school organises swimming lessons for children in KS2. These take place in school time and are part of the national Curriculum. We make no charge for this activity. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

Clubs

The school offers a variety of after school and lunchtime clubs. The school does not make a charge for clubs run and organised by staff or funded from grants. There may be a charge for clubs run by external providers. Fees are payable direct to the provider.

Broken Equipment

The school reserves the right to recover some or all of the costs incurred due deliberate breakage or damage to school property and equipment. This will be determined by the Headteacher.

Lost Reading Books

Lost books, Parents will be asked for a contribution to replace lost books. The school will send a letter advising of the cost of replacement.

Other Charges

The Headteacher or Governing Body may levy charges for miscellaneous services up to the cost of providing such services e.g. selling of school uniforms.

Review March 2026