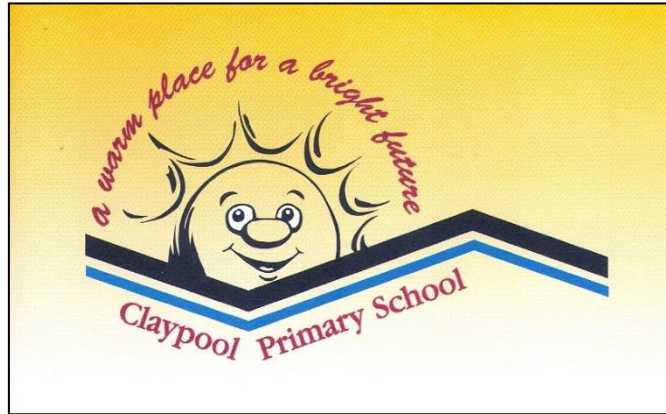




**At Claypool everyone is valued, inspired and nurtured
on their individual journey of success.**

Charging and Remissions Policy

Policy lead: C. Hyde

Last interim review by the Policy Lead	Autumn 2025
Last full review by the Policies Committee	Summer 2024

Next interim review by the Policy Lead	Autumn 2026
Next full review by the Policies Committee	Summer 2027

Introduction

This Charging and Remissions Policy complies with statutory requirements and will be reviewed on an annual basis by the Board of Governors Finance Committee.

Aims and Objectives

The aims of this policy are to:

- Set out what the school will not charge for, what it will make a charge for or request a voluntary contribution towards, from parents/carers.
- Clarify how charges will be determined, so parents and carers understand why requests for payment are sometimes made for some activities.

Activities without charge

There will be no charge for the following activities:

- Education provided wholly or mostly during school hours. This includes the supply of any materials, books, instruments, other equipment, off site activities and also transport provided in school hours to carry pupils between the school and an activity.
- Education provided outside school hours if it is part of the National Curriculum or part of Beliefs and Values.
- Instrumental music tuition, which is part of the National Curriculum or the wider opportunities programme in which the whole class engages with either the KS1 or KS2 Programme of Instrumental Tuition.
- Instrumental and vocal tuition for children in care.

The school will ask for voluntary contributions towards the cost of school-time activities to assist with funding, subject to the following conditions:

- Any children of parents who do not wish to contribute will not be treated any differently.
- Where there are insufficient contributions to make the activity viable, the activity will be cancelled.

Chargeable Activities

The school may recover the full costs of the following activities which may be provided directly or through commissioned services but charges will not exceed the actual cost:

- Educational or other activities provided wholly or mainly outside school hours, which are not:
 - Part of the National Curriculum.
 - Part of Beliefs and Values.(Note: This could include before and after school clubs run by the school).
- Board and lodgings on residential visits
- Provision of musical instrument tuition, which takes place during the school day and which has been requested by parents/carers.
- Provision of materials/ingredients for subjects such as Art & Design or Food Technology, where pupils take home a finished product.
- After school activities provided by an outside provider – there will be no more than two chargeable activities at one time.

Charges for other 'chargeable activities' may also be fully or partially remitted for pupils whose parents/carers request financial support. Details of any remission arrangements will be made clear when parents are informed of charges for individual activities.