



Nurturing **Ambition
Through a Living Faith**

Charging and Remissions Policy

1. Mission, Vision, and Values

Mission Statement

Nurturing ambition through a living faith.

Vision Statement

Our academy delivers a purposeful curriculum through its living Christian faith. We nurture ambition in all our learners in order for them to become positive citizens of tomorrow.

Bible Verse

"Let us not love with words or speech alone but with actions and truth."

— 1 John 3:18

2. Statutory Context and Core Principles

This policy complies with Sections 449–462 of the Education Act 1996 and statutory guidance from the Department for Education (DfE) on charging for school activities.

At Darwen St James' C of E Primary Academy, we believe that all education provided during normal school hours must be free. We do not charge for any activity undertaken as part of the National Curriculum. No child will be excluded from an activity because their parents/carers are unable or unwilling to pay.

3. School Meals & Wraparound Care

- **Universal Free School Meals:** All pupils in Reception, Year 1, and Year 2 are entitled to Universal Infant Free School Meals (UIFSM) at no charge.
- **Free School Meals (FSM):** Pupils in Key Stage 2 whose parents meet the statutory qualifying benefits criteria receive free school meals.
- **Paid School Meals:** For pupils in Key Stage 2 who are not eligible for FSM, meals provided by Aspdens are charged at the current standard daily rate. Meal charges must be paid in advance via our online payment system.
- **Free Breakfast Club:** We offer a **free Breakfast Club** to all pupils from Reception to Year 6. Nursery pupils receive dedicated daily snack provision.

4. Voluntary Contributions and Optional Extras

Voluntary Contributions

When arranging curriculum-enriching visits, educational trips, or guest workshops, the school may invite parents to make a voluntary contribution toward the costs.

Key Principles for Voluntary Contributions

Voluntary Basis: All contributions are strictly voluntary.

Equal Access: Children of parents who do not contribute will **never** be treated differently or excluded.

Viability: If insufficient voluntary contributions are received and alternative academy funds cannot cover the deficit, the trip or event may be cancelled.

Transparency: Breakdown details of trip costs are available to parents upon request.

Examples of Activities Requiring Voluntary Contributions

- Educational visits to museums, galleries, or historical sites
- Transport costs for sporting events or festivals
- Visiting theatre companies or curriculum enrichment workshops
- Musical performances and events

5. Residential Visits

For residential visits that take place during or mainly during school time and directly relate to the National Curriculum (such as our annual Year 6 adventurous residential), **no charge is made for the education provided.**

Charges will be made to cover the actual costs of:

- Board and lodging
- Travel and transport expenses

Parents/carers experiencing financial difficulty are encouraged to write in confidence to the Headteacher to request support or remission of charges.

6. Swimming

- **Swimming Lessons:** Swimming and water safety lessons for Key Stage 2 pupils take place during school hours as part of the National Curriculum. No charge is made for swimming instruction or transport.

7. Remissions and Concessions

Parents and carers in receipt of specific qualifying support payments may apply for the remission of charges (such as residential board/lodging costs).

Qualifying Support Payments

- Universal Credit
- Income Support

- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- Guaranteed Element of State Pension Credit
- Child Tax Credit (provided you are not also entitled to Working Tax Credit)

The Headteacher authorises all remissions, and all applications are handled with strict confidentiality.

8. Payment System (Cashless Academy)

Darwen St James' C of E Primary Academy operates as a **cashless school**.

- **ParentPay:** Payments for school meals, milk, and voluntary trip contributions must be made online via **Arbor**.

9. Policy Monitoring and Review

This policy is reviewed annually by the Headteacher and the Local Governing Body.