

Charging and Remissions Policy



'Learning Through Faith'

Newchurch St Marys CE Primary Academy

"At St Mary's, we believe that ordinary people can choose to be extraordinary"

Headteacher- Mrs P Nightingale

Business Operations Manager- Mr J Longley

School Administration Officer- Miss K Fallon

Last reviewed March 2026

Next review March 2027

Introduction

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

Admissions

There is no charge for admissions

School Meals

There is no charge for children that are entitled to free school meals or infant free school meals. Pupils who are not entitled to free school meals will be charged a set amount decided by the Governing committee. For 2025-26 the cost per day is £3.00 (this is subject to change.)

Damage to property and breakages

Where school property has been wilfully damaged by a student or parent the school may charge those responsible for some or all of the cost of repair or replacement.

Where property belonging to a third party has been damaged by a pupil, and the school has been charged, the school may charge some or all of the cost to those responsible.

Whether or not these charges will be made will be decided by the Headteacher and dependant on the situation.

Voluntary Contributions

1. 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 cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from others.
2. If a parent wishes for 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 provides this information upon request.
3. The following is a list of additional activities organised by the school, which may require voluntary contributions from parents. These activities are known as 'optional activities'. The list is not exhaustive:

- Visits to museums
- Sporting activities which require transport expenses
- Outdoor adventure activities
- Visits to the theatre
- School trips
- Musical events

Residential Visits

If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education. However we do make a charge to cover the cost of board, lodging and travel expenses. If parents are experiencing financial difficulty they are invited to write in confidence to the Headteacher.

Music Tuition

All children study music as part of the normal school curriculum. We do not charge for this. There will be a charge for individual or group music tuition, from specialist music teachers, if this is not part of the National Curriculum. We would seek parental permission, in writing, before such lessons take place.

Swimming

The school organises swimming lessons for all KS2 pupils. 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.

Infant Milk

All Infant children benefit from reduced milk prices for milk supplied for drinking as a result of an EC Subsidy. If the child is in reception class no charge will be made for milk until they turn 5, this falls under the Nursery Milk Scheme.

Remissions and Concessions

The school will give consideration to the remission of charges to parents or carers who receive the following support payments:

- Income Support
- Income based Job-seekers allowance
- Child Tax Credit (where the person is not receiving Working Tax Credits as well)
- Support under part VI of the immigration and Asylum Act 1999
- Guaranteed Element of State pension credit
- Income related employment and support allowance
- Universal credit

Children of families who receive these payments are also entitled to free school meals. Parents who are eligible for the remission of charges will be dealt with confidentially.

The Headteacher will authorise the remission of charges.

The School may choose to subsidise part or all of the payment of some charges for certain activities and pupils, and this will be determined by the governing body and Headteacher.

Inability or unwillingness to pay

St Mary's C E Primary Academy is committed to ensuring fair access and treatment to all pupils, and this means that no child is excluded from an activity because the parents or carers of that child are unwilling or unable to pay. If there is insufficient funding for an activity, then it will be cancelled. The identity of the child or parents of the child who did not want to make the payment, or could not make the payment, will not be disclosed under any circumstances.

Parent Pay

St Mary's C E Primary Academy is a cashless school and payments for school dinners, milk and trips are to be paid via the online payment system called Parent Pay.