



Belvoirdale Primary School
Charging and remissions Policy
January 2026

Agreed by Governors:

Signed:

Dated:

To be reviewed:

Introduction

The Governing Body of Belvoirdale Primary School is committed to any opportunities or activities which are offered as part of learning in line with the National Curriculum are free. Where it is necessary to charge for activities outside normal learning, the school will endeavour to ensure that costs are as low as possible and any money required is to cover costs only. The school will offer flexible payment options where possible.

Contributions and Charges

As a school we believe children learn better when they experience things first hand. To this end we arrange trips, visits and visitors to facilitate this. There are a number of such opportunities:

Curriculum opportunities

Classes frequently plan trips or visitors in school to enhance National Curriculum learning, these are called 'optional extras'. We ensure that activities offered in school time are available to all pupils regardless of parents' ability or willingness to help meet costs. Any money requested is a voluntary contribution. A voluntary contribution level is decided by calculating the cost of a trip such as entrance fees and travel costs and dividing this equally by the number of children expected to attend. In this way the costs are covered and no profit is made by the school. However, it should be remembered that the school is unable to regularly subsidise such activities and if insufficient funds are received then the trip or visitor may be cancelled. The school is also happy to negotiate payments over an extended period if this suits parents in difficult circumstances. There may also be times when a voluntary contribution is asked for to go towards the cost of ingredients or other materials.

Non-curriculum opportunities

In addition we organise other trips or visits which are not part of the National Curriculum and are not compulsory, such as residential trips and extended learning opportunities. Where the children are given an option to participate in such an activity, the parents will be required to cover the full cost before the child can take part. In the case of a residential visit the charge is to cover the cost of the board and lodging and travel and not to pay for the education. Parents who receive certain benefits may be entitled to an exemption under certain circumstances; this should be discussed with the headteacher for clarification.

Music tuition

All children study music as part of the normal school curriculum. We do not charge for this. There is a charge for individual or group music tuition which is not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons. The charge is paid directly to the teacher or organisation responsible for delivering the lesson. Payment is generally expected before the course of lessons.

Out of school hours clubs

We like to offer the children a range of opportunities out of school hours. To this end we sometimes use external providers who offer a level of expertise not found in school. In these cases there is usually a charge which is payable to the provider.

Damages

The school may make charges for breakages or damage to property caused by malicious intent such as vandalism.

Payment options

Where the payment is directly to school, either for voluntary contributions or for non-curriculum opportunities, we are happy to make arrangements with parents to spread the payments out over an extended period. Full payment should be received before the commencement of the activity. Such an arrangement will be agreed between the parent and the bursar/headteacher.

Where payment is due to an outside agency, the school cannot offer this arrangement. Parents will need to negotiate with the outside agency to make such provision

Refunds

Where a child is absent from school for any reason, the school will not normally be able to offer a refund. If there was an admission charge which was not payable due to the absence this can be refunded. However we will not be able to offer a refund for the cost of transport.

Pupil Premium

Those children and families in receipt of Pupil Premium will not be charged for school visits and activities; the exception to this will be year 6 residential journey in which the initial cost will be reduced by a minimum of 25%.

A minimum of two free places per club will be provided to those children wishing to attend after school clubs.

Breakfast and after school Clubs

Subsidised places will be offered to targeted families based on need and after consultation with other services such as SEND, Early Help and Children's Social Care.