Cronton CE Primary School

Charging and Remissions Policy

2026 - 2027

Approved by:	Full Governing Body	**Date:**	June 2026
Last reviewed on:	**June 2026**		
Next review due by:	September 2027		

Legislative Context

This document sets out our policy on charging and remissions for school activities and takes into account sections 449-462 of the Education Act of 1996 and the DfE Guidance 'Charging for School Activities' (May 2018)

Overview

Our aim is to provide a wide range of additional opportunities for all our pupils in a fully inclusive manner with no pupil denied such opportunities for as long as such activities can be sustained by the school budget and resources.

At Cronton CE Primary School we would aim only to make appropriate charges which enable and encourage the development of a wide range of enriching activities and uses of our facilities.

Principles

In line with the Education Act of 1996 and associated guidance.

No charge:

- We make no charge for National Curriculum and related activities in school time or out of school hours if required as part of the national curriculum.
- We make no charge for entry for a prescribed public examination, if the pupil has been prepared for it at the school.

The right to charge:

We reserve the right to charge for;

- Any materials, books, instruments, or equipment, where the child's parent wishes him/her to own them;
- Music and vocal tuition as requested by the parents.
- Unfunded early years provision
- Community facilities
- Education provided outside of school time that is not part of the National Curriculum
- Examination entry fee(s) if the registered pupil has not been prepared for the examination at the school.
- Transport
- Board and lodging for a pupil on a residential visit; with due reference to those where costs will be emitted.
- Extended day services offered to pupils (Nursery Extended Cover and Little Bluebirds Wraparound Clubs)

Voluntary Contributions

- We may ask for voluntary contributions for activities wholly or partly in school time which otherwise would be prohibited by cost. No child is excluded from any such activity on the basis of non-contribution.
- Support is available towards part or all the cost of activity where there are financial difficulties, or the family is in receipt of Income Support or Family Credit
- We may charge where it enables an increase in, or enriches, non-statutory extra curricula provision at any time.
- We support the development of all community groups use of school facilities through a flexible charging approach.

Remissions

The school reserves the right to propose to remit (wholly or partly) any charge otherwise payable to them in accordance with the charging policy.

Residential Visits

The school will not charge for:

- Education provided on any visit that takes place during school hours
- Education provided on any visit that takes place outside school hours if it is part of the national curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education;
- Supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential visit.

The school reserves the right to charge for:

- Board and lodging and the charge must not exceed the actual cost. When the school informs parents about a forthcoming visit, we shall make it clear that parents who can prove they are in receipt of the following benefits may be exempt from paying the cost of board and lodging:
    - Universal Credit - your household earned annual income must be less than £7,400 after tax and not including any benefits
    - Income Support
    - Income based Jobseeker's Allowance
    - Income related Employment Support Allowance
    - Support under part 6 of the Immigration and Asylum Act 1999
    - The guaranteed part of State Pension Credit
    - Child Tax Credit – with no Working Tax Credit and your annual household income is no more than £16,190, as assessed by the Inland Revenue
    - (The above is in line with the most recent DFE Guidance and is subject to change as Benefits may change)

Key Responsibilities

The Governing Body

- Will review and amend the charging and remissions policy as appropriate.
- The policy will be reviewed annually.

Head Teacher

- Will be responsible for drafting proposals for charges.
- Will provide reports for the Resource Management Committee

School Business Manager

- Will provide effective financial administration enabling efficient budget management by the head teacher.

Users

- Will abide by the terms and conditions of the booking and hiring contract.

Off-Site Extra-Curricular Activities

A voluntary contribution not exceeding the actual cost may be requested as outlined above. Where insufficient voluntary contributions are received this may result in the visit being cancelled.

On Site Activities

Music Instrumental teaching

Specialist teaching in class will be provided free of charge.

The cost of instrumental or singing lessons outside class to individuals or small groups may be met by a charge to parents at the discretion of the school as outlined above at the request of the parent. Charges would be set on an annual basis and paid termly in advance.

Parents will be liable for entry for a prescribed public examination, if the pupil has been prepared for it at the school.

Parents will be expected to hire or buy their child's own instrument if the music service are unable to loan one to them.

Parents will be liable to be charged for damage to any instruments loaned by the school or music service

Extended Schools

A charge may be levied for participation in extended school and extracurricular activities to meet the costs of materials and staffing as needed. The level of fees is set by the Local Governing Body and reviewed annually in the light of its future strategic plans and any other broader economic or social considerations deemed relevant. The current charges are as follows:

Bluebirds Charges

Breakfast Club Nursery & Reception (7:45am-8.45am) – £10.00

Breakfast Club Y1-Y6 (7:45am-8.45am) - £6.00

After School Club Nursery & YR (3:15pm - 4.30pm finish) - £10.00

After School Club YR-Y6 - (3:15pm - 6pm finish) -£12.00

Nursery Charges

Additional Unfunded Session - £15.00

Termly Snack - £20.00 or £60.00 per year (3 terms)

School Meals

Cost fixed by Knowsley MBC - £2.40* per day (£12 per week)

*current charge which is subject to change from September 2026

Optional Extras

Charges may be made for some activities that are known as 'optional extras'. Where an optional extra is being provided, a charge can be made for providing materials, books, instruments, equipment and staffing costs.

Damages & Breakages

In case of intentional or malicious damage or breakage to equipment or the school property/premises, the headteacher in consultation with the Chair of the Governing Body may decide it right to make a charge. Each incident will be dealt with on its own merit and at their discretion.

Monitoring and Review

The policy and associated procedures will be monitored termly by the school's Business Manager in consultation with the Head Teacher.

As noted above the policy will be reviewed annually by the appropriate Governors committee and a report provided for the Governing Body.

The policy is subject to in year review in the light of any changes in legislation and/or guidance.