Ladygrove Primary School and Nursery

Charging and Remission Policy

March 2026

Due for review March 2028

The Governors of Ladygrove Primary School and Nursery have adopted the Charges and Remission Policy set out by Telford & Wrekin Council and agrees to review the policy on a regular basis.

The full Charges and Remission Policy is set out below: -

1. Introduction

All education during school hours is free for Primary School Age children. We do not charge for any activity undertaken as part of the National Curriculum, with the exception of some individual or small-group music tuition which is at the discretion of parents and by no means compulsory.

Our School Nursery does however charge for additional sessions beyond children's 15 or 30 hour free entitlement.

We also charge for attendance at Breakfast Club, After School Clubs and our own Out of School Clubs. Charges for these are reviewed regularly.

1.1 Voluntary contributions

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. 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 or a part contribution. We do not treat these children differently from any others. At the governor's discretion some trips may be subsidised from additional funding streams. Those children on free school meals get educational visits funded by our Pupil Premium funding.

If a parent wishes 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 on request.

The following is a list of additional activities, organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras. This list is not exhaustive:

- visits to museums;
- outdoor adventure activities;
- visits to or by a theatre company;
- musical events;

1.2 Residential Visits

The school normally uses Telford & Wrekin Council's own Outdoor Education Centre at Arthog in North Wales. The charges and remission for this visit are clearly set out for parents when the visit is first arranged. Other residential visits may be organised by the school, again charges are clearly explained to parents.

1.3 Music tuition

All children study music as part of the normal school curriculum. We do not charge for this.

Telford & Wrekin Music Service offer lessons in various instruments which parents have to pay for. We do offer individual or small group lessons, which are taught by peripatetic teachers; as these are not part of the National Curriculum and an additional curriculum activity there is a charge for these lessons. We give parents information about additional music tuition at the start of each academic year.

1.4 Monitoring and review

This policy is monitored by the governing body, and will be reviewed in two years, or earlier if necessary.

Chapter III (Sections 449 to 462) of The Education Act, 1996 requires the Governing Body to: -

"……determine and keep under review a policy with respect to the provision of, and the classes or descriptions of cases in which they propose to make charges for, any optional extra or board and lodging in respect of which charges are permitted by Section 455 ……".

The Governing Body has noted that The Education Act 1996 allows charges to be made in the following areas: -

Optional Extras:

Activities that are not related to the National Curriculum or to prescribed public examinations or to fulfill duties relating to religious education taking place 'out of school time'.

Individual:

Individual instrumental and vocal tuition not related to the National Curriculum, or part of the Key Stage 2 instrumental and vocal tuition programme or, to prescribed public examinations.

(Note: Tuition can be provided in groups of any appropriate size)

Board and Lodgings – Charges:

At any time ("in school time" or "out of, or 'deemed out' of school time") subject to, for residential visits taking place or, deemed to take place "in school time" only, full remission to those parents in receipt of: -

- Income Support (IS);
- Income Based Job Seekers Allowance (IBJSA);
- Support under Part IV of the Immigration and Asylum Act 1999;
- *Child Tax Credit, provided they are not entitled to Working Tax Credit and have an annual income, as assessed by the Inland Revenue that does not exceed the threshold for Free School Meal eligibility

(Note: Children who receive Income Support or Income Based Job Seekers Allowance in their own right are also entitled to receive remission);

- Guaranteed element of State Pension Credit.

*(Notes: *For residential visits to the Arthog Outdoor Education Centre **only** – parents in receipt of Working Tax Credit with an annual income, as assessed by the Inland Revenue, that does not exceed ∅the threshold for Free School Meal eligibility will also qualify for remission of board and lodging charges as described above.*

Examination Entry Fees:

Public examinations not prescribed in regulations. Prescribed public examinations where pupil has not been prepared by the school. Re-sits of prescribed public examinations whereon further preparation has been provided.

2. The Education Act 1996 does not debar voluntary contributions being made by parents.

The Governing Body would wish to try and ensure that the level of visits and activities established at the School continue but emphasise to parents that this can only happen with their full support and that activities will either be substantially reduced or cease altogether if parents are not prepared to contribute voluntarily.

The Governing Body note that parents are not debarred from making voluntary contributions in any situation including those in receipt of the qualifying benefits set out in 1.4 above under "Board and Lodgings charges".

The Governing Body also note that there are no restrictions on the level of voluntary contribution that can be made nor are there any restrictions as to the use to which such contributions may be put.

5. The Governing Body notes that The Education Act 1996 prescribes:

- that no charges (other than for board and lodging costs as described in 2. above) may be levied for school activities taking place or deemed to take place "in school time".
- that voluntary contributions must be genuinely voluntary.
- that there is no obligation on parents to contribute and
- that pupils will not be treated differently according to whether their parents have made any contribution.

The Governing body recognises that participation in all trips and visits is voluntary and notwithstanding charging requirements parents have the right, for whatever other reasons, to choose that their children not participate.

6. The Charging and Remissions Policy for the Ladygrove Primary School and Nursery will, for the time being, be as follows: -

(i) The Governors reserve the right to make charges where the law allows and as set out in 2 above.

(ii) Individual instrumental tuition able to be accommodated at the wishes of parents will be on the understanding that parents meet the full costs involved.

(iii) From time to time it may be possible for the costs of trips and activities to be subsidised either wholly or in part from private school funds. Parents will be so informed when these occasions arise.

(iv) The Governing Body notes that the LA has provided funding for the remission of board and lodging costs for “in school time” courses at the LA’s own Outdoor Education Centre at Arthog.

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