



Charging and Remissions Policy

Selwyn Primary School

November 2024

Signed (Chair of Trustees):	
Date:	November 2024
Date of Review:	November 2025

Arbor Academy Trust reviews this policy annually. The Trustees may, however, review the policy earlier than this, if the Government introduces new regulations, or if the Trust receives recommendations on how the policy might be improved. This document is also available in other formats e.g. e-mail and enlarged print version, on request to the School Offices and is displayed on the schools' websites.

This Charging and Remissions Policy complies with statutory requirements and is reviewed on an annual basis.

Charging Policy

Activities without charge

There will be no charge for the following activities:

- Education provided wholly or mostly during school hours. This includes the supply of any materials, books, instruments, other equipment and also transport provided in school hours to carry pupils between the schools and an activity;
- Education provided outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination which the pupil is being prepared for at the school, or part of religious education;
- Instrumental and vocal music tuition which is part of the National Curriculum or the first programme in which the whole class engages with the KS2 programme of Instrumental and Vocal Tuition (Wider Opportunities);
- Instrumental and vocal tuition for children in care;
- Entry for a prescribed public examination including re-sits provided that a pupil has been prepared for it at school.

Voluntary Contributions

The Trust may ask for voluntary contributions towards the cost of school-time activities to assist with funding, subject to the following conditions:

- Any children of parents who do not wish to contribute will not be treated any differently;
- Where there are insufficient contributions to make the activity viable then the activity will be cancelled.

Chargeable activities

The school may recover the full costs of the following activities but charges will not exceed actual cost:

- Educational or other activities provided wholly or mainly outside school hours which are not:
 - part of the National Curriculum;
 - part of a syllabus for a prescribed public examination which the pupil is being prepared for at school;
 - part of religious education;
- Board and lodgings on residential visits (subject to remission arrangements);
- Cost of entering a pupil for a public examination not prescribed in regulations, and for the cost of preparing a pupil for that examination outside school hours;
- Cost of entering a pupil for a prescribed public examination including re-sits where no preparation has been provided by the school;
- Provision of instrumental and vocal tuition, which takes place during the school day and which has been requested by parents/carers;
- Day care facilities.

Remissions Policy

- There will be no charge for board and lodgings for pupils whose parents are receiving income support, income-based job seekers allowance, family credit or disability working allowance.
- Charges for other 'chargeable activities' may also be fully or partly remitted.
- Details of any remission arrangements will be made clear when parents are informed of charges for individual activities.
- No parent account should be in excess of £50 of debt at any given time in any area of payment. If this debt limit is exceeded access to the service will be withdrawn immediately.

Selwyn Primary School INFORMATION SHEET

Nursery additional sessions:

- £21.00 (3-hour session) 3 year olds
- £24.00 (3-hour session) 2 year olds

Before School Club: 8.00am to 8.55am

- £3.00 per day/per child
- £5.00 per day/per child for children under 5 years old due to the increase of staff to children ratio.
- £7.50 per day/per child 2 years old due to the increase of staff to children ratio.

Tea-Time Club: 3.30pm to 6.00pm

- £10.00 per day/per child (includes a snack).
- £15.00 per day 3 & 4 year olds
- £21 per day 2-year-olds

School Dinner (all meat served is Halal):

- £2.54 per day

During half term and summer holiday, the school runs a Holiday Club. Details will be made available closer to the relative dates.

Holiday club prices (this does not include lunch)

Year 1 – 6

9am – 3pm - £30.00 per day

8am – 9am – additional £5.00 per day

3:00pm – 6:00pm – additional £15.00 per day

Nursery and Reception

9am – 3pm - £42.00 per day

8am – 9am – additional £7.00 per day

3:00pm – 6:00pm – additional £21.00 per day