



**St Thomas More**  
Catholic Primary School

## **Charging and Remissions Policy**

**Reviewed:** February 2026  
(to be ratified by the LFC  
March 2026)

**Review Date:** February  
2027

*Family, Aspiration, Love.*

## **Introduction**

This Charging and Remissions Policy complies with statutory requirements, has regard to the Local Authority's Policy Statements on charging and is reviewed on an annual basis.

## **Aims and Objectives:**

The aims of this Policy are to:

- Set out what the school will not charge for, what it will make a charge for or request a voluntary contribution towards, from parents/guardians.
- Clarify how charges will be determined, so parents and guardians understand why requests for payment are sometimes made for some activities.

## **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 school and an activity.
- Education provided outside school hours if it is part of the National Curriculum 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.

## **Voluntary contributions:**

The school 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, the activity will be cancelled.

## **Chargeable activities:**

The school may recover the full costs of the following activities, which may be provided directly or through commissioned services but charges will not exceed actual cost:

- Educational or other activities provided wholly or mainly outside school hours, which are not:
  1. Part of the National Curriculum.
  2. Part of religious education.

(Note: This could include before and after school clubs run by the school).

- 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.
- Provision of instrumental and vocal tuition, which takes place during the school day and which has been requested by parents/guardians.

- Provision of materials/ingredients for subjects such as Art & Design or Food Technology, where pupils take home a finished product.

## **Remissions Policy**

Pupils eligible for Pupil Premium Funding are financially supported with chargeable activities so that they have equal opportunity to access all school curricular and extra-curricular activities. We may be able to offer some financial support to pupils whose parents/guardians are receiving income support, income-based job seeker's allowance, family credit or disability working allowance. Charges for other chargeable activities may be fully or partially remitted. Details of any remission arrangements will be made clear when parents are informed of charges for individual activities.

## **Equality Statement**

The governors and staff are committed to providing the full range of opportunities for all pupils, regardless of gender, disability, ethnicity, sexual orientation, social, cultural, or religious background. All pupils have access to the curriculum and the right to a learning environment that promotes inclusion and dispels ignorance, prejudice, stereotyping, or discrimination.

This policy has been impact assessed by governors in accordance with the Equality Act 2010 and subsequent updates to ensure it does not have an adverse effect on any protected characteristics, including race, gender, disability, age, religion or belief, sexual orientation, pregnancy and maternity, gender reassignment, or marriage and civil partnership.

In compliance with the latest legislation and statutory guidance, including the 2023 SEND and Alternative Provision Improvement Plan, and ongoing updates to the Public Sector Equality Duty (PSED), the school remains committed to regularly reviewing and adapting its policies to ensure that all pupils receive fair and equitable access to education, free from discrimination, harassment, or victimisation.