



Chestnut Lane School

Charging and Remissions Policy for Educational Activities

The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs and visits, can make towards a pupil's education. The Governing Body aims to promote and provide such activities as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

There are two types of financial contributions for which parents can be asked in relation to educational activities:

- Voluntary contributions
- Permitted charges

They have different limitations as set out below.

Voluntary Contributions:

Nothing in legislation prevents a school governing body or local authority from asking for voluntary contributions for the benefit of the school or any school activities. However, if the activity cannot be funded without voluntary contributions, the governing body or Headteacher should make this clear to parents at the outset.

It is important to note that no child should be excluded from an activity simply because his or her parents are unwilling or unable to pay. When necessary, the school will subsidise or pay the entire cost for a family to ensure equal opportunities for all.

When making requests for voluntary contributions to the school funds, parents must not be made to feel pressurised into paying as it is voluntary and not compulsory. The school may ask for voluntary contributions for performances and workshops which take place during school hours. Little Chestnuts Pre School Parents will be asked for voluntary Contributions

There is no limit to the level of voluntary contribution, nor is there any restriction on the way in which such contributions may be used. Thus, voluntary contributions may be used to subsidise pupils of lesser means and to pay for accompanying teachers. The 'total cost' of the event will be divided by the number of pupils taking part, to give the minimum charge possible whilst enabling the school to cover costs.

Permitted Charges:

Permitted charges are a direct request to cover certain costs involved with a school activity or visit. No charge can be made in respect of education provided during school hours (which excludes the midday break). Furthermore, no charge can be made for any education provided outside of school hours if this forms part of the syllabus for a public exam, or as part of the National Curriculum or religious education (non-chargeable education).

1. Preschool

The school offers sessional education at our Preschool, Little Chestnuts. Parents are charged a competitive rate for sessions and an additional late Afternoon Extension fee in Little Chestnuts over and above the hours funded by the local authority. The school will request additional termly voluntary payments for activities. In certain circumstances, the school will subsidise or pay for a place where the family is in financial difficulties. The parent would need to speak to the Headteacher.

2. Damage/Loss to Property

A charge will be levied in respect of wilful damage, neglect or loss of school property (including premises, furniture, equipment, books or materials), the charge to be the cost of replacement or repair, or such lower cost as the Headteacher may decide.

3. Lettings (see separate policy)

4. Other charges

The Headteacher, Finance Sub-Committee or Governing Body may levy charges for miscellaneous services up to the cost of providing such services e.g. for providing a copy of an OFSTED report, various forms of photocopying.

Remissions Policy

Government guidance providing details of the benefits which exempt parents from being charged can be found at:

<https://www.gov.uk/government/publications/charging-for-school-activities>

Where charges are to be made by the governing body for optional extras, parents may receive a remission for the whole or part of the charge as set out in the school's remissions policy.

Additional information about charging for school activities (document 3.2c) can be found at:

<http://oeapng.info/>

Agreed at the Operations Committee on 26 April 2026.

Next Annual Review Date: Summer Term 2027