



St Kentigern's
R.C. Primary School

We learn and pray in faith and love

Charging and Remissions Policy
2026-27

Reviewed Annually

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1. Aims

Our school aims to:

- Have robust, clear processes in place for charging and remissions
- Clearly set out the types of activity that can be charged for and when charges will be made

2. Definitions

- **Charge:** a fee payable for specifically defined activities
- **Remission:** the cancellation of a charge which would normally be payable

3.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. In this event, deposits will be refunded where possible. If this is not possible a breakdown of costs will be provided for parents.
- If a parent wishes their child to take part in a school trip or event, but is 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.
- The following is a list of additional activities, organised by the school, which require voluntary contributions from parents. This list is not exhaustive:
 - Visits to museums;
 - Sporting activities which require transport expenses
 - Outdoor adventure activities
 - Visits to or by a theatre company
 - Musical/choir event

Additional Charges

The school will charge for the following activities:

Breakfast club, after-school, extra-curricular clubs.

For regular activities, the charges for each activity will be determined and reviewed in June each year. Parents will be informed of the charges for the coming year in **September** each year, subject to change.

Remissions

For pupils whose parents/guardians are receiving income support, income-based job seeker's allowance, family credit or disability working allowance, or if pupils are in receipt of Pupil Premium funding, charges may be fully or partially remitted. Details of any remission arrangements will be made clear when parents are informed of charges for individual activities.