



# CHARGING AND REMISSIONS POLICY

Boyne Hill CE Infant & Nursery School is dedicated to ensuring equal opportunities for all pupils.

## 1. Admissions

There is no charge for admission for pupils in main school from Foundation Stage 2 (Reception) through to Year 2.

For pupils in Foundation Stage 1 (Nursery) who are entitled to 15 or 30 hours funded by the Government, there is no charge for admission.

For pupils who are entitled to 15 hours only but whose parents request more nursery provision, a fixed charge will be made for each session as detailed in our Nursery session information.

## 2. School meals

There is currently no charge for school meals.

## 3. Activities that take place during school hours (this does not include the lunch break)

There is no charge for activities during school hours with the exception of individual music tuition. Participation in any individual music tuition will be on the basis of parental choice and a willingness to pay the charges.

The school will not charge for music tuition that is part of the National Curriculum.

Clubs which take place during the lunch break or after school may be chargeable.

## 4. Voluntary contributions

In order to enhance and enrich our pupils' education, the school and its Governing Board periodically organise visiting theatre companies, mobile farms and day trips to the zoo, museums, castles, theatres, animal farms and parks. For these activities to take place, the school will ask for voluntary contributions towards the cost. If insufficient voluntary contributions are made, the activity will be cancelled and all monies paid will be returned to parents.

There is no obligation for a parent or carer to make any contribution and the school will not pressure parents to do so.

For pupils whose parents or carers are in receipt of the benefits listed in Section 6, no request will be made for a voluntary contribution.

## Inability or unwillingness to make a voluntary contribution

Boyne Hill School is committed to ensuring fair access and treatment of all pupils and this means ensuring that no child is excluded from an activity because the parents or carers of that pupil are unwilling or unable to contribute. The identity of the pupil or their parents will not be disclosed.

## 5. Extended services

These include our Breakfast and After School Care Clubs.

Participation in any optional extra activity will be on the basis of parental choice and an ability to pay the charges.

Kidstime Breakfast and After School Care Clubs are available during term time only. The school will charge for these and the fees must be paid in advance. Detailed information can be obtained from the school office or on the school website.

The levels of charge will be reviewed annually by the Governing Board.

## **6. Remissions and concessions**

The school may subsidise and sometimes remit charges to parents or carers whose income meets the threshold for any of the following support payments:

- Income Support
- Income based Job-seekers Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit - provided you are not entitled to Working Tax Credit and have an annual gross income of no more than the current limit
- Working Tax Credit run-on – paid 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - your household income must be less than the current limit a year (after tax and not including any benefits you get)

Parents who are eligible for the remission of charges will be dealt with confidentially.

Any subsidies will be determined by the Head Teacher and Governing Board.

## **7. Requests for supporting evidence**

Parents may request, for example:

- A letter confirming their child's details and attendance
- Passport application ID confirmation
- Support with Disability Living Allowance applications

Such requests will be carried out, wherever possible, within the required timescale and will be subject to a £5.00 admin charge per request.

## **8. Damage to property and breakages**

Where school property has been wilfully damaged by a pupil, sibling or parent/carer, the school will charge the parent/carer for some or all of the cost of repair or replacement.

Where property belonging to a third party has been damaged by a pupil, and the school has been charged, the school may charge some or all of the cost to those responsible.

The Head Teacher will decide whether or not these charges will be made, dependent on the situation.

**This policy will be reviewed biennially**

Last reviewed: March 2026