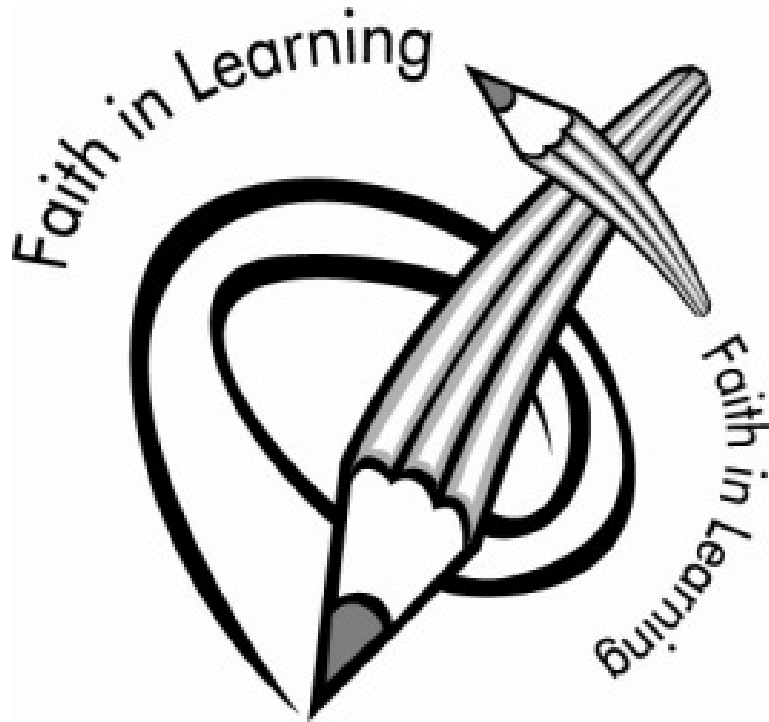


# Highfield CE Primary School Charging for Activities Policy 2025



**Highfield**  
C.E Primary School

**Approved by:** The Governing Body **Date:** June 2025

**Last reviewed on:** June 2025

**Next review due by:** June 2026

*It cannot be bought with the finest gold, nor can its price be weighed out in silver.  
Job 28:15*



### **Rationale:**

There are some activities in school for which charges may be made and some activities for which charges may not be made. For others voluntary contributions may be sought.

### **No Charges:**

- No charges will be made for admission to the school, transport between the sites and the cost of materials, books or other equipment. We will provide protective clothing required by certain subjects in the curriculum such as DT, but not PE clothing.
- All education is free of charge provided that it
  - takes place in school hours (not including midday)
  - is outside school hours but is a requirement of the syllabus for:
    - a) a prescribed public examination
    - b) part of the National Curriculum
    - c) part of statutory RE
- If the time taken by an educational activity exceeds 50% in school time (i.e. normal school hours) the whole activity is deemed to be in school time and no charge can be made.

### **Charges:**

Charges can and may be made for:

- individual music tuition provided by peripatetic teachers (direct to Schools Music Services)
- ingredients and materials needed for practical subjects if the parents have indicated before the start that they wish to keep the completed product
- educational activities that fall outside school hours. Parents must agree to their child participating and they must be willing to pay. The charge must not exceed the actual cost of provision for each pupil. It can include transport as well as board and lodgings on visits.
- proven acts of vandalism.
- replacement of lost books

Third parties are not covered by the legislation and may make charges. We may pass on the charges for travel, for example where neither the LA nor the Full Governing Body are party to the transaction and for which parents have requested leave of absence.

No refunds will be offered to parents if their child is absent for an activity they have paid for except in exceptional circumstances. The decision will be made by the Head teacher in consultation with the Governors.

### **Voluntary contributions:**

The Governing Body may request voluntary contributions for any school activity for which no charge can be levied. We will state that there is no obligation to contribute, and we will not discriminate a child whose parents refuse to make a contribution. However, the activity may not take place if sufficient contributions are not forthcoming.

### **Subsidies:**

The Full Governing Body will allocate part of its delegated budget to provide funds for offsite educational activities and educational activities visiting the school. Any parent who is in receipt of income support will be entitled to complete remission of charges for any residential visit in school time. Governors will consider a reduced or no contribution for children in receipt of pupil premium and for parents who are facing financial challenges. This should be submitted to the Governing Body via the Head Teacher. Families with multiple births (e.g. twins) will be asked to pay for one child per residential visit.