



*Kirkstall St Stephen's
C of E Primary School*

*Charging & Remissions
Policy*

March 2025

This school is committed to safeguarding and promoting the wellbeing of all children, and expects our staff and volunteers to share this commitment.

KSS School Mission Statement

We are cherished, we are challenged, we are children of God

Our Vision

We are cherished – we aim to create a caring environment where all children and staff feel welcome, valued, supported and respected.

We are challenged- through a stimulating and challenging learning environment, where achievements are recognised but it is also safe to fail, increasing our resilience.

We are children of God – we recognise the value of each and every individual, encouraging everyone’s unique spiritual development and potential.

Our Ethos Statement

Our school ethos is represented by the KSS Values Tree; showing children’s growth as a tree planted firmly into God’s sustaining love and rooted in our school values of: trust, justice, perseverance, respect, thankfulness and forgiveness.

CHARGING & REMISSIONS POLICY

Under the Education Reform Act 1988 the Governing Body has the responsibility for formulating a policy on the subject of charging for school activities. These activities fall into two categories: those within school time and those wholly or in part outside school time.

Activities within school time

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual and small group music tuition.

Activities totally outside school time

These are by their very nature, voluntary and thus are subject to a statutory charge of the full cost.

School will ask for voluntary contributions to cover costs of the trip.

School cannot finance visits from its own resources. Therefore, any visit that does not attract a sufficient number of voluntary contributions may have to be cancelled.

It is the Governors' Policy that if a trip takes place, then all eligible children whose parents wish them to, will be included and will not be treated any differently to any others.

Parents have a right to know how each trip is funded. The school provides this information on request.

Residential Visits

A residential visit takes place in Year 6. This visit is funded by parental contributions but is subsidized by the school and the PTA. Each year is different, but a full breakdown of the costs is available on request.

Parents who are in financial difficulty should approach the Head Teacher to discuss help with the charges.

Music Tuition

There will be no charge for class music lessons provided during school hours as part of the national curriculum.

There is a charge for individual or small group music tuition if it is not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons. We make a charge for these lessons. Inability to afford such tuition will not be a barrier to access and the school will seek to help those families for whom the cost may otherwise be prohibitive.

School Meals

The Governing Body will determine and publish annually the price to be charged for school meals.

The Government currently subsidizes school meals for all children in Reception and key Stage 1 and so there is no charge to these cohorts.

Please seek advice from the school office or the Head Teacher if you the cost per meal is stopping your child in key stage 2 from having a meal in school each day. The cost of school meals should not be the reason your child is unable to access a school meal.

Swimming Lessons

As part of the PE curriculum and our school's commitment to water safety, that each child in school is given the opportunity to learn how to swim before they leave primary school.

Children in year 4 take weekly swimming lessons during term time. We make no charge for these lessons. We will inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

Damages and Losses

Parents will be asked to pay for any breakages, vandalism or other damage caused by their children. This may also include the cost of replacement with respect to any lost textbooks and library books.

After School activity Clubs

The school offers additional after school activities some nights of the week. These clubs are not part of the normal school day and often involve outside coaches. Whilst we may subsidize these activities, however there will be a charge made either by the school or by the activity club organisers themselves.

Before & After School Club

The school operates a daily before and after school club to support our working families. Places are limited each session but are open to all children in our school at an additional charge per session. Further details can be provided on request.

Governors

The Governors on the Resources Committee will monitor the effectiveness of this policy. Staff & Governors will ensure the policy is adhered to and revised as appropriate. Governors will ask for updates from the Leadership team as appropriate.

Date approved by the Governing Body: May 2024

Date to be reviewed: Spring 2026