



Charging and Remissions Policy

Bramley Church of England Infant and Nursery School

"Your word is a lamp to guide me and a light for my path." Psalm 119(105)
Rooted in Christian values, seek within, wonder why, reach out, aim high.

Policy effective from November 2021

Approved by School

Last reviewed on July 2026

Next review due by September 2030

Version history

Version	Description of change	Author	Approved
4.0	Review	Naomi Strickland	Headteacher
3.0	Annual Review	Naomi Strickland	Head of School
2.0	Reformatted and language updated.	Shona Taylor.	Resources Committee, November 2021
1.0	Original version.	Elaine Spick.	Resources Committee, November 2018.

Rationale

The Local committee and staff at Bramley Church of England Infant and Nursery School (the School) believe that a vital part of children's learning should take place in the local and wider environment as these places offer specific first-hand experiences, which cannot be replicated at school. Alongside these experiences children are given the chance to develop their independence and their organisational skills when they go out of school. Wherever and whenever possible educational visits will be an integral part of each child's learning experience.

Aims

To ensure parents understand the rationale and policy on charging for education visits and activities.

Voluntary Contribution

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the School will invite parents and carers to contribute to the cost. All contributions are voluntary. If the School does not receive sufficient voluntary contributions, it may be forced to cancel a trip. If a trip goes ahead, it may include children whose parents or carers have not paid any contribution. The School will not treat these children differently from any others.

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, the School will allow the child to participate fully in the trip or activity. Sometimes the School or the PTFA will pay additional costs in order to support the visit. On some occasions children who qualify for pupil premium will have the cost of the trip subsidised.

Parents and carers have a right to know how each trip is funded, and the School will provide this information on request.

The following is a list of additional activities, organised by the School, which require voluntary contributions from parents and carers. These activities are known as 'optional extras'. This list is not exhaustive:

- Visits to museums.
- Sporting activities which require transport expenses.
- Outdoor adventure activities.
- Visits to or by a theatre company.
- Visits to historical buildings.
- Visits to farms.

Value for money

The School will follow its best value procedures when organising school trips. At least 3 quotes will be obtained for coaches and, if necessary, an alternative venue will be investigated.

Outside companies

The School offers a variety of after school clubs arranged by outside agencies. Should parents wish their child to take part in these activities they shall make arrangements and payments directly to the company involved. The School will however, endeavour to obtain free spaces and/or pay for Pupil Premium (PP) children to attend when applicable.

Monitoring and review

This policy is monitored by the School and approved by the Head of School under delegation, and will be reviewed every year, or earlier if necessary.