

Charging & Remissions Policy



Person Responsible for Policy:
Claire McKinney (Head Teacher)

Date of Adoption by Governing Body:
Autumn 2026

Date of next review:
Autumn 2027

Visits off Site

Costing will be according to the nature of the VOS, this will affect the charge made in terms of a voluntary contribution. All monies will be accounted for by the Organiser.

Parents will be asked for voluntary contributions towards the cost of the visit because to fund such worthwhile visits from the schools limited resources would be extremely difficult.

Derwent Hill costs need to be paid in full as a voluntary contribution. The 'Friends of Derwent Hill' fund exists for parents who experience a difficulty in their child attending Derwent Hill for a residential visit and this may well include a financial reason.

Support for other VOS may be available for parents on low incomes and in receipt of certain benefits – when being asked for contributions towards the cost of school visits.

Dinner money

A school meal is charged at £2.40 per day (£12.00 per week) to pupils in Years 3, 4, 5 & 6 who are not entitled to a free school meal. This must be paid at the beginning of the week. If a child is absent the following week's dinner money payment should be reduced by the number of days the pupil has missed school.

Parents do not need to pay for days where the child is on a school visit and they bring their own packed lunch. School can provide a packed lunch on trip days but this would be chargeable if the child is not entitled to a free school meal.

Reading Breakfast Club & Homework After School Club

At Richard Avenue Primary School it is recognised that the addition of a Reading Breakfast Club and Homework Homework After School Club and the activities they provide makes a valuable contribution towards pupils' education.

The co-ordinators of the clubs aim to provide these facilities both to support parents' needs and support pupils' education. A further aim is to instill the importance of a healthy lifestyle into parents and pupils.

Charges

In order to provide these facilities it is essential that we charge for attendance at each session. The amount charged will be set in conjunction with consultation from parents and will be of an agreed amount.

We recognise that many of our pupils' have siblings in school and to support parents with the cost of their children attending the clubs we will reduce the amount charged for 2nd and 3rd children who attend.

The charges for both clubs are as follows:

- **Breakfast Club** 7.45am until 8.25am £2.50 per session (8.25am the Free DfE Funded Breakfast starts)
- 2nd or 3rd child £2.00 per session on the same day.

- After School Club (3.30pm until 5.15pm) - £4.50 per session
- 2nd or 3rd child £3.50 per session on the same day.

Charges for both clubs will be reviewed on an annual basis. At times the amount charged may be reduced if any additional funding, from outside agencies, can be secured for this provision.

Payments

Places should be booked on the Arbor App. A credit should be paid onto the wraparound account. Once the account has sufficient credit, parents or guardians can reserve places under the clubs section on the Arbor App.

Remissions

Payments will only be refunded if a child leaves the school and there are already previous bookings made. A credit will be given onto the Wraparound Account if 24 hours notice is given.

Also if a child is in hospital long term, payments for the clubs will be suspended until the child can return to school, and a place will be held in whichever club is affected.