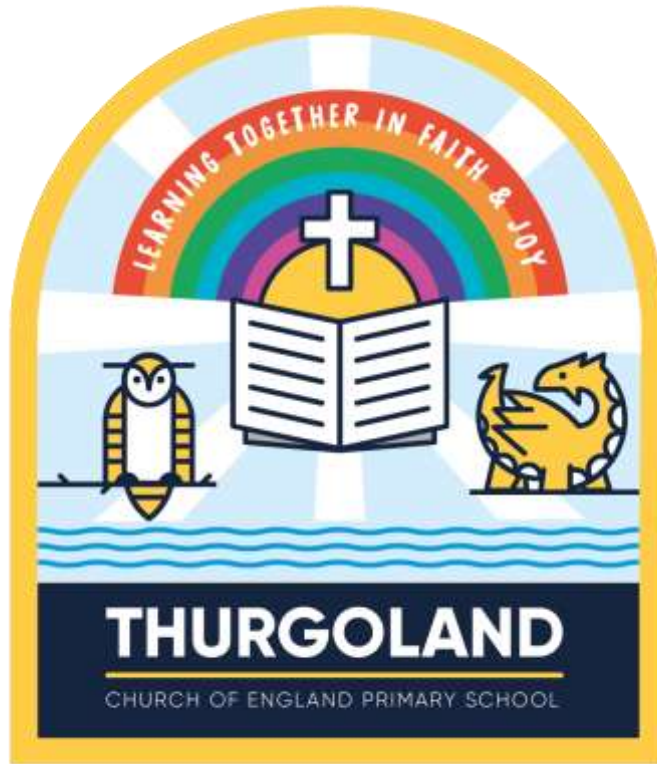


# THURGOLAND C.E. SCHOOL

## POLICY FOR CHARGING AND REMISSIONS



**Approved by:**

**Headteacher Mr D Jordan**

**Date: 14.01.2026**

**Chair of Governors Mrs L Gregory-White**

**Date: 14.01.2026**

**Review date: Spring 2027**



# THURGOLAND

CHURCH OF ENGLAND PRIMARY SCHOOL



LEARNING TOGETHER  
IN FAITH & JOY

## Our Christian Vision

### LOVING GOD, BLESS THURGOLAND SCHOOL



UNIQUENESS

Children at Thurgoland CE Primary are encouraged to see that everyone is special and unique and, in this way, gain a sense of ourselves as a unique individual – that true self, or best self, God has created us to be.

The Church of England states that, when it comes to education,

**"THE VISION IS OF GOD-GIVEN FULLNESS OF LIFE IN WHICH EACH PERSON IS BOTH BLESSED AND A BLESSING"**

(Church of England Vision for Education p.12)

### AND MAY IT BE A PLACE OF FAITH AND JOY

As educators we are all passionate about the way children are formed by the environment in which they grow. To become our best self we will need the environment that enables this.



LEARNING ENVIRONMENT

Our vision is rooted in the Parable of the Mustard Seed (Matthew 13 31-32): A mustard seed...

**"THE KINGDOM OF HEAVEN IS LIKE A MUSTARD SEED, WHICH A MAN TOOK AND PLANTED IN HIS FIELD. THOUGH IT IS THE SMALLEST OF ALL SEEDS, YET WHEN IT GROWS, IT IS THE LARGEST OF GARDEN PLANTS AND BECOMES A TREE, SO THAT THE BIRDS COME AND PERCH IN ITS BRANCHES."**

We are a small school in a valley – but we believe like the mustard seed that high standards of education can have far-reaching impact and that our children will grow into those who bless others through their careers, caring and vocations. One tiny seed just like one small child carries a world of potential.

Thurgoland CE Primary School is surrounded by beautiful countryside where farming and growing is part of daily life. The parable of the mustard seed provides a link with the historic roots of the school.

*With our caring and nurturing ethos firmly embedded in all that we do, every member who joins our school whether child or adult, like the small mustard seed, is welcomed into a learning environment so that they grow and flourish in its broadest sense – academically, socially, morally, physically and spiritually.*





## BY WORKING AND PLAYING TOGETHER WE CAN LOVE, LEARN AND RESPECT



Through working and playing together in peace and harmony, Team Thurgoland embody the concept born from the African philosophy of “ubuntu” – a concept in which your sense of self is shaped by your relationships with other people – underpins how we work together in peace and harmony to become our best self. It’s a way of living that begins with the premise that “I am” only because “we are.”

Our children, our staff, our families and our community – together we are Team Thurgoland.

**"IT HAS BEEN SAID BEAUTIFULLY AND PROFUNDLY, THAT OUR GOD IN HIS MOST INNER MYSTERY IS NOT SOLITUDE, BUT A FAMILY."**

(John Paul II)

**"I AM BECAUSE  
WE ARE."**

## WE KNOW YOU ARE WITH US. HELP US BECOME OUR BEST SELF

At Thurgoland CE Primary School, everyone is inspired to reach their full potential and become their best self, to make the world a better place.

**"BELOVED, WE ARE GOD'S CHILDREN NOW: WHAT WE WILL BE HAS NOT YET BEEN REVEALED" (1 JOHN 3:2A)**

We are committed to promoting a growth mindset. In line with Christian teaching, at Thurgoland CE Primary School, there is a big emphasis on everyone striving to move from their former self to a self that has to be found: growth and renewal.

**TO MAKE  
THE WORLD A  
BETTER PLACE.**



**AMEN**

## **CHARGING AND REMISSIONS POLICY**

### **Introduction**

This policy has been formulated in accordance with the Authority's guidance on: Charging for School Activities.

In line with the School's General Aims, the school is committed to:

- providing a range of trips, visits and activities which provide a stimulating curriculum;
- ensure activities are accessible to all pupils – see Equal Opportunities Policy;
- provide good value for money by offering quality educational opportunities.

### **Aim**

The aim of this policy is to set out what charges will be levied for activities, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents.

### **Responsibilities**

The Governing Body of the School is responsible for determining the content of the policy and the Headteacher for implementation. Any determinations with respect to individual parents will be considered jointly by the Headteacher and the Governing Body.

### **Prohibition of Charges**

The Governing Body of the school recognise that the legislation prohibits charges for the following:

- education provided during school hours (including the supply of any materials, books, instruments or other equipment);
- education provided outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education;
- tuition for pupils learning to play musical instruments if the tuition is required as part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education;
- entry for a prescribed public examination, if the pupil has been prepared for it at the school;
- examination re-sit(s) if the pupil is being prepared for the re-sit(s) at the school;

- education provided on any trip that takes place during school hours;
- education provided on any trip that takes place outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education;
- supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip;
- transporting registered pupils to or from the school premises, where the local education authority has a statutory obligation to provide transport;
- transporting registered pupils to other premises where the governing body or local education authority has arranged for pupils to be educated;
- transport that enables a pupil to meet an examination requirement when he/she has been prepared for that examination at the school;
- transport provided in connection with an educational trip.

### **Publication of Information**

This policy will be available on the school website.

### **Charges**

- (a) board and lodging on residential visits (not to exceed the costs)
- (b) the proportionate costs, for an individual child, of activities wholly or mainly outside school hours ('optional extras') to meet the costs for:
  - (i) travel;
  - (ii) materials and equipment;
  - (iii) non-teaching staff costs;
  - (iv) entrance fees;
  - (v) insurance costs.
- (c) individual tuition in the playing of a musical instrument
- (d) re-sits for public examinations where no further preparation has been provided by the school
- (e) costs of non-prescribed examinations where no further preparation has been provided by the school
- (f) any other education, transport or examination fee unless charges are specifically prohibited
- (g) breakages and replacements as a result of damages caused wilfully or negligently by pupils

- (h) extra-curricular activities and school clubs where these incur external staffing, transport or equipment costs.

### **Remissions**

Children whose parents are in receipt of the following support payments will, in addition to having a free school lunch entitlement, also be entitled to the remission of charges for board and lodging costs during residential school trips, which take place wholly or mainly within school session times. The relevant support payments are:

- a) Universal Credit;
- b) Income Support;
- c) Income-based Jobseeker's Allowance;
- d) Support under part VI of the Immigration and Asylum Act 1999;
- e) Child Tax Credit, where the parent is not entitled to Working Tax Credit and whose annual income (as assessed by The Inland Revenue) does not exceed the statutory limits.

In respect of (d) above account will be taken of any revision to the amount as advised by the Authority.

### **Voluntary Contributions**

In order to facilitate a broad range of activities taking place the school will seek voluntary contributions to cover costs incurred. The school endeavours to take a balanced approach towards requests for voluntary contributions and the provision of a stimulating curriculum. For example, staff endeavour to plan 3 to 4 trips or visits spread throughout the year. If visiting performers can be paid for via fundraising initiatives, PFSA, Arts grants, school funds etc. the school will endeavour to do so. The school supports vulnerable pupils to access all trips, visits and extra-curricular clubs, including those in receipt of Pupil Premium.

Parents will be invited to make a voluntary contribution for the following:

- a) Individual shares of transport costs on any day trip or visit;
- b) Individual entrance fees for venues attended on a day trip or visit;
- c) Individual cost for specialist events e.g. visiting performers.

The terms of any request made to parents will specify that the request is for a voluntary contribution and that it in no way represents a charge. In addition, the following will be made clear to parents:

- a) that the contribution is genuinely voluntary and a parent is under no obligation to pay; and
- b) that registered pupils at the school will not be treated differently according to whether or not their parents have made any contribution in response to the request.

The responsibility for determining the level of voluntary contribution is delegated to the Headteacher.

Voluntary contributions will be used to:

- Cover the transport costs incurred to venues for day trips and visits;
- Pay any fees to places visited for entrance, workshop sessions, talks or demonstrations etc;
- Pay the costs incurred by a visiting performer e.g. musician, theatre group etc;
- Transport costs for accompanying staff.

The School Fund is used to pay for pupils whose parents are unable to make voluntary contributions.

Where possible, the school will subsidise the cost of visits in an attempt to ensure that these opportunities are accessible and affordable to all. However, the school seldom has the financial resources to pay the full costs. Without sufficient voluntary contributions from parents, visits may have to be cancelled. Deadlines are set for payment of voluntary contributions and the visit leader / office staff will consult with the Headteacher to make a final decision about the financial viability of the visit.