



St. James' Church of England Primary School

**'Building One Faith, One
Family,
Our Future'**

Charging Policy

Written by D. Theobalds - Spring 2017
Reviewed by M.tindall – Summer 2025
Approved by Governors – Summer 2025

Review Date – Summer 2027 (Resources Committee)

Foundation, Vision and Intent

St James' Lower Darwen

Church of England Primary School



"Building One Faith, One Family, Our Future."

"We offer a holistic curriculum that champions our community and is aspirational."

PERSONAL DEVELOPMENT

through

ENRICHMENT

THE NATIONAL CURRICULUM

SKATS

FORGIVENESS

COMPASSION

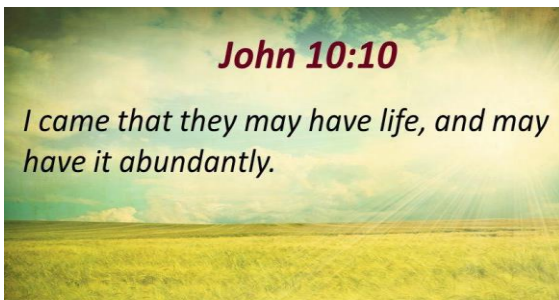
LOVE

TRUTH

JUSTICE

Jeremiah 29:11

John 10:10



We want our children to know that **God has a plan for them** that means **they live their best life possible.**

Each **policy** and procedure within school, alongside the ongoing **curriculum** delivery, our **SKATS** programme, **enrichment** and the **spiritual development** offered to our families through Worship, RE and our links with Church, work towards making this happen.

St. James' Church of England Primary School Lower Darwen Charging and Remissions Policy

The Governing Body of St. James' recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education and development. They also acknowledge the significant impact that additional activities during the school day can have on the enrichment of our enquiry based curriculum.

The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

Free Activities

Most activities relating to the delivery of our curriculum, Religious Education and Worship are free of charge, as are the extra-curricular clubs run by our own staff and most external providers.

Charges

The governing body reserves the right to make a charge in the following circumstances for activities organised by the school:

- **Extended services**

St James' is dedicated to providing a well-rounded and extensive education for our students which includes a before school breakfast club.

The school provides a Breakfast Club which opens at 7:45am each morning for which the charge is agreed by the Governing Body.

For 2025-2026 the cost per week is £15, a daily rate of £3 is available. This amount is subsidized for our pupil premium children as part of our pupil premium strategy.

- **Residential Visits**

If school organises a residential visit in school time, parents are asked to cover the cost of the travel and accommodation through a voluntary contribution. If we cannot raise sufficient funds through the parent's contribution then the residential visit may be cancelled. A full refund may not always be possible if a child cannot attend the visit for any reason as school will still be charged by the Outdoor Education facility.

- **Activities outside School Hours**

Part or full cost to each pupil of all approved activities deemed to be optional extras taking place outside school hours e.g. Judo

- **Specialist activities inside School Hours**

A donation may be requested for activities within school hours designed to enrich the curriculum e.g. the Life Education Bus.

- **Individual Instrumental Tuition**

Instrumental tuition is charged at the rate indicated by the BwD Music Service. Parents are asked to pay in advance of the lessons.

- **Charging in Kind**

There may be a small charge towards the cost of materials, ingredients, equipment (or the provision of them by parents) for specific activities. The Governing Body reserves the right to charge for ingredients and materials or require them to be provided if the parents have indicated in advance that they wish to own the finished product.

- **School meals**

There is no charge for children who are entitled to free school meals or universal infant free school meals. Pupils who are not entitled to free school meals will be charged a set amount meal decided by the Governing Body. **For 2025 – 2026 the cost per day is £2.74.**

- **Voluntary Contributions**

We ask for voluntary contributions towards the cost of visits and visitors for our children within the school day. Please note that each activity is carefully costed to give best value for money but relies on all parents or carers contributing. If we do not receive sufficient voluntary contributions we may have to cancel the visits or visitors. If a trip goes ahead, it may include children whose parents have not paid any contribution and the cost is covered by school.

- **Remissions**

The Governing Body may wish to remit in full or in part the cost of activities for particular groups of parents, for example, in the case of family hardship e.g. when a child is in receipt of free school meals. When arranging a chargeable activity such parents will be invited in confidence for the remission of charges in full or in part. Authorisation for such remission will be made by the Headteacher in consultation with the Chair of Governors.

- **Damaged Property**

Costs incurred through loss or damage to school property and equipment (e.g. reading books, rulers etc). Parents and carers may be asked to cover the cost of damage to another child's property if it can be proved that the damage was caused by their child.