



## **Our School Vision**

**In our school:**

**we love deeply, respecting everyone and treating them with dignity;  
we aspire with confidence, working hard and embracing challenge;  
we serve God and our community, following the example of Jesus, to create a better world.**

*“Live a life filled with love, following the example of Christ. He loved us and offered himself as a sacrifice for us.”*

**Ephesians 5:2 (NLT)**

**Our School Values: Love, Aspiration, Service**

***Latymer All Saints C of E Primary School  
Charging and Remission Policy 2025***

This charging policy informs staff and parents about charging for school activities. It conforms to the requirements of the guidance details 'A Guide to the Law for School Governors'.

**In accordance with these guidelines the school:**

- Will not charge for books, materials, equipment and transport provided during school hours by the Local Authority (LA) or by the school to carry pupils between the school and activity.
- Will not charge for any activities which take place in school time, apart from instrumental tuition for individual pupils or pupils in groups of up to four.
- May charge for school time activities by inviting parents and others to make voluntary contributions to enable school funds to go further. Children of parents who do not contribute will not be treated differently from those who do make contributions.
- Will have the right to cancel an activity if there are insufficient voluntary contributions to make the activity possible.
- May charge for board and lodgings on residential courses, except for pupils whose parents are receiving qualifying benefits. The Headteacher will inform parents of the right to claim free activities if they are receiving these benefits and may apply for a grant from the Diocese and/or other benefactors.
- May permit organisations to charge parents when such an organisation is acting independently of the school or the LA, to arrange an activity to take place during school hours and parents want their children to join in.
- May charge for activities (optional extras), which happen outside school hours when these activities are not a necessary part of the National Curriculum.
- Will ask parents to make a contribution towards replacing damaged or lost school property caused wilfully or negligently by their children.
- Will charge a set fee for each official letter requested by a parent.

**The Governors will review the lettings charges levied by the school on an annual basis.**

**The table below outlines the items that are included but not limited to, that the school charge for are:**

<b>Item</b>	<b>Price</b>
Lost reading book	£5 donation
Official letter request	£10
Event Tokens	1 token for £1, 22 tokens for £20
Non-uniform day	£1 donation
Pre-loved School Uniform	£1 - £5
Event Tickets	£5+
CGP Books/Reading Materials	£2 - £15
Lost reading record	£2 donation
Deliberate destruction of any resources	Replacement or full payment in the amount of the resources

## **Monitoring arrangements**

This policy will be reviewed annually by the Finance and Premises Committee. Any amendments will be presented at a meeting of the Full Governing board.

**Reviewed and Approved by:** The Finance and Premises Committee

**Date:** June 2025

**Ratified by Full Governing Board**

**Date:** July 2025

**Next review due:**

**Date:** July 2026

**Latymer All Saints C of E Primary School is committed to the safeguarding of our pupils and staff.**