The Gates
Primary School
Westhoughton

Charging and Remissions Policy
September 2026
Mrs R Slater

General Principles

This policy has been set out following section 449-462 of the Education Act 1996, which sets out the law on charging for school activities in schools maintained by the local authorities in England.

- School governing bodies and local authorities cannot charge for education provided during school hours (including the supply of any materials, books, instruments or other equipment).
- Schools must ensure that they parents on low incomes and in receipt of the benefits listed below are aware of the support available to them when being asked for contributions towards the cost of school visits

Schools and local authorities can charge for:

- any materials, books, instruments, or equipment, where the child will own them;
- certain early years provision
- community facilities
- residential trips
- optional extras such as breakfast and after-school clubs

Education During School Hours

- Parents are not required to pay for, or supply materials, books etc, in connection with education
- Materials for subjects such as Art or Technology are supplied without charge. However, if parents indicate a wish to own the finished product, school may charge, or require the pupil to supply the ingredients or materials
- School will seek voluntary contributions for non-residential visits within school time (or more than 50% of which takes place inside school hours)
- School will seek voluntary contributions for activities within school for which school incurs a cost, eg.to cover costs for visits from theatre group, specialist tuition etc

Education Outside School Hours

If school incurs costs for providing education outside school hours, eg. Residential trips, such as Anderton, parents will be charged for the activity. Participation is on the basis of parental willingness to meet whatever charges are made. School may also charge for after-school clubs where there is a significant cost incurred for resources required to run the club or an external provider is employed to run a club.

Tuition in the Playing of a Musical Instrument/Sports Activities

School may choose to charge parents for individual music tuition provided by external providers, eg. Bolton Music Service or extra-curricular sports coaching by outside agencies, as this is not required as part of the National Curriculum.

Breakages and Fines

School will ask parents to pay for damage caused to property or educational materials, eg. Broken window, defaced, damaged or lost text books, where this is the result of a pupil's behaviour.

Supply of Goods or Services eg: lettings

1. Outside agencies using the school premises or facilities will be charged at a rate to be agreed in line with charges outlined in the Lettings Policy. Such letting of the school premises or facilities will only be permitted if there is no disadvantage to the education of The Gates pupils.

2. School may charge for services provided by staff during school hours, eg. Consultancy/in-service training at other schools.

Nursery Charges
The school provides full time care for pre-school children. These places are full time and mirror the main school's hours. Currently, the Government offers up to 30 hours free nursery provision. The school make a charge for the additional hours during the week – currently 2.5 hours and parents are invoiced for this charge.
Any parent(s) that do not qualify for the full 30 hours provision are expected to pay for the hours above the guaranteed 15 hours funding provided by the Government.
All the above is included in the parent/school contract and the school admissions policy.

Please note:

If a parent is unable to pay for an activity they wish their child to take part in they should contact the Business Manager with full details. Parents of Pupil Premium Children are eligible for financial exceptions, where possible, within this policy. The final decision lies with the Head teacher.

Our school aims to support all families and the wider community. Any queries or concerns regarding individual policies will be considered on an individual basis.