



## Charging and Remission Policy 2026/27 V2

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Hook Infant School provides a broad and balanced curriculum designed to meet the needs of all children, enabling them to enjoy their education and achieve their full potential. From time to time, additional activities may be offered to further enhance pupils' educational experiences.

The Governing Body is committed to ensuring that all pupils have equal opportunities to participate in school activities.

### **Charging**

The Governing Body recognises its responsibility to ensure that educational activities and visits do not place an unnecessary financial burden on families. In support of this, the school will adhere to the following principles:

- Wherever possible, a list of planned activities and their approximate costs will be published in advance to allow parents/carers to plan ahead.
- Where necessary, parents/carers will be given the option to pay charges in instalments.

### **Activities Outside School Hours**

Charges will be made for activities outside school hours that are provided by external organisations. Where activities outside school hours are delivered by school staff, any charge made will be limited to covering the cost of materials and resources.

### **Remission of Charges**

The Governing Body may remit some or all of the charges for an activity that takes place during school hours where:

1. The pupil is eligible for Pupil Premium
2. It is considered desirable to encourage a pupil to participate in a particular activity
3. It is considered appropriate to support pupils whose parents/carers are experiencing financial difficulty

Parents/carers who are in receipt of Income Support, Jobseeker's Allowance, Universal Credit or Child Tax Credit are encouraged to speak in confidence with the Headteacher to discuss possible remission or assistance.

### **Delegation of Decision-Making**

The Governing Body delegates decisions relating to this policy to the Headteacher, while retaining the right to consider appeals from parents/carers where appropriate.

**Reviewed and revised:** May 2026

**Approved by:** The Governing Body of Hook Infant School

**Signed:** *Alison Collier*

**Review date:** May 2027