



LORDSHIP LANE
PRIMARY SCHOOL

Charging and remissions Policy

2026/27

Statutory or non-statutory	Haringey Policy adapted for LLPS	Date reviewed	Date of next review
Statutory	No	Summer 2026	Summer 2027

Aim and Ethos

Lordship Lane Primary School (LLPS) aims to ensure that all pupils have equal access to the full range of educational activities offered by the school, regardless of their parents' ability or willingness to pay. This policy sets out the circumstances in which charges may be made, when voluntary contributions will be sought and the arrangements for remissions. It is based on sections 449-462 of the Education Act 1996 and the Department for Education (DfE) guidance on charging for school activities. The governing board reviews this policy at least every three years or when statutory guidance changes.

Curriculum Activities (Voluntary Contributions)

- Education provided during school hours, including educational visits and workshops that form part of the national curriculum, will be provided free of charge.
- The school may invite parents to make voluntary contributions towards the cost of visits, workshops or enrichment activities that supplement the curriculum. Contributions are genuinely voluntary and no pupil will be treated differently if their parents are unwilling or unable to contribute.
- When an activity cannot be funded without sufficient voluntary contributions, this will be made clear at the outset and the activity may be cancelled if contributions are insufficient.

Residential Visits

The school organises annual residential visits that enhance the curriculum. For visits where any part of the trip takes place during school hours, travel and activity costs will be met by voluntary contributions: board and lodging may be charged but will not exceed the actual cost. Where the residential is wholly outside school hours, charges may include travel, activities and accommodation.

- Parents will be offered payment plans to spread the cost of residential visits.
- Pupils entitled to Free School Meals (FSM), Pupil Premium or whose families are experiencing financial hardship will be supported as far as possible. The business manager will apply for bursaries when available, and any support will be handled discretely and in confidence.

Music Tuition

LLPS offers two distinct types of music tuition for pupils:

- Individual Peripatetic instrumental lessons: Optional instrumental lessons delivered individually or in small groups by visiting teachers are charged. These peripatetic sessions are requested by parents/carers and lie outside the national curriculum. Fees cover the cost of tuition and, where applicable, instrument hire and will not exceed the actual cost of providing the service
- Whole-class music tuition: When pupils learn to play instruments as part of the national curriculum there is no charge to parents/carers. All instruments used in these curriculum sessions are provided by the school and funded through the curriculum budget.

Activities Not Run by the School or Local Authority

When an organisation other than LLPS or the local authority arranges an activity and charges for it, any request for payment will be made directly by that provider. Participation in such activities is optional and subject to the provider's own terms and charges.

Remissions and Financial Support

Families in receipt of certain benefits, such as Universal Credit within the current earnings threshold, Income Support, income-based Jobseeker's Allowance, support under the Immigration and Asylum Act 1999, Child Tax Credit (without Working Tax Credit), the guarantee element of State Pension Credit or employment and support allowance, are entitled to a remission of board and lodging charges for residential visits.

LLPS also uses Pupil Premium and discretionary hardship funds to assist families who are unable to meet charges. Parents/carers should contact the headteacher or business manager to discuss support in confidence. Payment plans are available for larger charges.

Lettings

The school may hire its premises and facilities to external organisations, community groups or individuals at charges approved by the governing board. Charges will be reviewed periodically and will normally reflect the cost of providing and maintaining the facilities.

Monitoring and Review

The governing board's Finance and Resources Committee is responsible for approving this policy and for monitoring its implementation. The headteacher ensures that staff and parents are aware of the policy and that it is applied consistently. This policy will be reviewed in Summer 2029 or earlier if guidance or legislation changes.