

Mapledown School



Working and Learning Together

Charges and Remission Policy

Name of School	Mapledown School
This policy was updated on	10 th November 2020
The policy was reviewed in	September 2021 September 2022 September 2023 October 2024
The policy is to be reviewed annually in	September 2025

Date policy last reviewed: 1st October 2024

Signed by:

_____ Headteacher Date: _____

_____ Chair of governors Date: _____

General Principles

The School Governing Body is committed to the general principle of free education. In determining the charging and remissions policies which are set out in this document the Governors have been mindful of the policy statement produced by the Department for Education

The Governing Body recognises the valuable contribution that a wide range of activities, including school visits, residential experiences and clubs, can make towards all aspects of pupils' education. The Governing Body would accordingly wish to promote and provide as far as possible such activities as part of a broad and balanced curriculum for the benefit of pupils of the school.

Under the charging provisions set out in legislation, governing bodies and local authorities of state funded schools may choose to charge for certain defined activities, but only if they have first drawn up charging and remissions policies. These policies should be made available to parents on request.

Charges

The Governing Body reserves the right to make a charge for the following activities which may from time to time be organised by the school.

- Day trips off site where admissions charges apply. These charges are **VOLUNTARY** and no parent will be forced to pay and no pupil will be denied access to a school trip if parents feel that they would be unable to make all or part of this charge. In such a situation families/parents should call and speak to the headteacher immediately.
- Residential Activities held during school hours: charges may be made for the board and lodging element of those residential activities which take place during school hours. Parents will be notified in advance of any such activities which the school proposes to organise and the estimated cost. Parental consent will be obtained for their children's participation in any such activities for which a charge may be made. Any charge for a particular activity will be calculated by reference to the actual cost of providing the board and lodging for each pupil; no other costs will be covered by the charge. Any remission arrangements for such activities will be at the discretion of the Governing Body.
- Materials and Ingredients: a charge will only be made for any materials and ingredients relating to activities taking place during school hours where parents have indicated in advance a wish to own the finished product e.g. in home economics. Alternatively parents may, in these circumstances, be asked to volunteer to provide the ingredients and materials prior to the activity taking place.

The School governing body and local authority cannot charge for:

- An admission application to any state funded school - paragraph 1.9 (n) of the 'School Admissions Code 2012' rules out requests for financial contributions as any part of the admissions process.
- Education provided during school hours (including the supply of any materials, instruments or other equipment)
- Education provided outside of school hours if it not part of the National Curriculum
- Instrumental of vocal tuition, for pupils learning individually or in groups, unless the tuition is provided at the request of the pupils parent
- Entry for a prescribed public examination, if the pupil has been prepared for it at the school
- Examination re-sit(s) if the pupil is being prepared for the re-sit(s) at the school

The school and local authority can charge for:

- Any materials, books, instruments or equipment where the child's parent wishes him/her to own them.
- Musical and vocal tuition in limited circumstances
- Certain early years provision
- Community facilities

Remissions

Where the parents of a pupil are in receipt of Universal Credits or Income Support, Family Credit, an income-based Jobseeker's Allowance or Disability Working Allowance, the Governing Body will remit in full the cost of board and lodging for any residential activity the school organises for the pupil.

Any other remission arrangements for a particular activity or pupil will be entirely at the discretion of the School Governing Body. Any subsidy provided by the Governing Body will be met from the funds at its disposal.

Voluntary Contributions / Optional Extras

Nothing in this policy precludes the School Governing Body from inviting parents to make voluntary contributions for the benefit of the school or in support of any school activity, whether during or outside school hours, known as 'optional extras'.

Optional Extras are education provided in school time that is not:

- part of the national curriculum
- part of a syllabus for a prescribed public examination

Any contributions sought will be entirely voluntary and pupils will not be treated differently according to whether or not their parents make a contribution in response to any invitation.

Breakages and Damage to School Property.

The School Governing Body reserves the right to seek reparation from parents where their children cause breakages or damage to school property.

Review

The School Governing Body will review this policy annually.