



# Charging and Remissions Policy Statement

“Now in case a countryman of yours becomes poor and his means with regard to you falter, then you are to sustain him, like a stranger or a sojourner, that he may live with you.”

Leviticus 25:35-37

## **RATIONALE**

The Governing Body of Saint John Wall School recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education.

The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

## **AIMS**

- To make school activities accessible to pupils regardless of family income.
- To provide a process which allows activities to take place at a minimum cost to parents, pupils and the school and;
- Which acknowledges the cost of such activities to the school's budget.

## **LEGISLATION AND GUIDANCE**

This policy is based on advice from the Department for Education (DfE) on [charging for school activities](#) and [the Education Act 1996](#), sections 449-462 of which set out the law on charging for school activities in England. No pupil may be left out of an activity because their parents cannot or will not make a contribution of any kind.

## **WHERE CHARGES CANNOT BE MADE**

Below we set out what we cannot charge for:

### **Education**

- Admission applications
- Education provided during school hours (including the supply of any materials, books, instruments or other equipment)
- Education provided outside school hours if it is part of: the national curriculum, a syllabus for a prescribed public examination or qualification the pupil is being prepared for at the school, or Religious Education
- Instrumental or vocal tuition, for pupils learning individually or in groups, unless the tuition is provided at the request of the pupil's parent
- Entry for a prescribed public examination if the child 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

### **Transport**

- Transporting registered pupils to or from the school premises, where the local authority has a statutory obligation to provide transport
- Transporting registered pupils to other premises where the governing board or local authority has arranged for pupils to be educated
- Transport that enables a pupil to meet an examination requirement when he or she has been prepared for that examination at the school

- Transport provided in connection with an educational visit

### **Residential visits**

- Education provided on any visit that takes place during school hours
- Education provided on any visit that takes place outside school hours if it is part of: the national curriculum, a syllabus for a prescribed public examination or qualification the pupil is being prepared for at the school, Religious Education, or Supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential visit

### **CHARGES**

The governing body reserves the right to make a charge in the following circumstances for activities organised by the school

#### **Residential Activities Taking Place Largely During School Hours**

The full cost to each pupil of board and lodging. Parents may be able to claim free activities if they are entitled to social security benefits.

#### **Activities outside School Hours**

The full cost to each pupil of all approved activities deemed to be optional extras that are not a necessary part of the national curriculum.

#### **Individual Instrumental Tuition**

The full cost to the pupil for providing any instrumental tuition if the cost is not an essential part of the national curriculum or examination syllabus.

### **REMISSIONS**

There will be no obligation for any parent to make a voluntary contribution towards the cost of school activities and to the School Fund. Pupils will not be treated differently whether or not their parents have made a contribution.

The Governing Body may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents will be invited in confidence for the remission of charges in full or in part. The Headteacher in consultation with the Chairman of Governors will make authorisation for such remission.

## **VOLUNTARY CONTRIBUTIONS**

Voluntary contributions may be requested from parents to cover the cost of the following activities eg cost of materials, bus fares, entrance fees, school visitors etc.

## **GENERAL**

The Governing Body may from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of additional activities, which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions.

*Ratified by Governors: 06/10/2021*

*Next Review Due: 06/10/2024*

*(This policy will remain in force beyond the review date if no updates are required)*