



Curiosity, Courage, Compassion

'A community learning together in God's love'

Thundridge and Tonwell St Mary's Church
Schools' Federation

Charging and Remissions Policy

Date updated: September 2022

Review Date: September 2023

This policy sets out when the school will charge parents and when parents will be entitled to the remission of charges.

Charge: a fee payable for specifically defined activities

Remission: the cancellation of a charge which would normally be payable

This policy is based on advice from the Department for Education (DfE) on [charging for school activities](#) and [the Education Act 1996](#), sections 449 to 462 of which set out the law on charging for school activities in England.

Where charges cannot be made

Below we set out what we **cannot** charge for:

Education

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

Religious education

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 provided in connection with an educational visit

Residential visits

Education provided on any visit that takes place during school hours

Supply teachers, covering for teachers who are absent from school, accompanying pupils on a residential visit

Where charges can be made

Below we set out what we **can** charge for:

6.1 Education

Any materials, books, instruments or equipment, where the child's parent wishes the child to own them

Optional extras: music and vocal tuition, certain early years provision, wraparound care, board and lodging for a residential visit, clubs run by external providers, instruments or equipment for education provided outside of the National Curriculum.

Any charge made in respect of individual pupils will not be greater than the actual cost of providing the optional extra activity, divided equally by the number of pupils participating.

Any charge will not include an element of subsidy for any other pupils who wish to take part in the activity but whose parents are unwilling or unable to pay the full charge.

Parental agreement is necessary for the provision of an optional extra which is to be charged for.

Voluntary contributions

There will be some trips or activities which the school cannot charge for but which the school considers would be beneficial to the students. In this case the school may ask for voluntary contributions.

There is no obligation for parents to make any contribution, and no child will be excluded from an activity if their parents are unwilling or unable to pay.

If the school is unable to raise enough funds for an activity or visit then it will be cancelled.

Remissions

In some circumstances, the school may not charge for items or activities set out for which charges can be made. This will be at the discretion of the governing board and will depend on the activity in question.

Remissions for residential visits

Parents who can prove they are in receipt of any of the following benefits will be exempt from paying the cost of board and lodging for residential visits:

Income Support

Income-based Jobseeker's Allowance

Income-related Employment and Support Allowance

Support under part VI of the Immigration and Asylum Act 1999

The guaranteed element of Pension Credit

Child Tax Credit – provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190

Working Tax Credit run-on – paid for 4 weeks after you stop qualifying for Working Tax Credit

Universal Credit – if you apply on or after 1 April 2018, your household income must be less than £7,400 a year (after tax and not including any benefits you get)

Monitoring arrangements

The Headteacher monitors charges and remissions, and ensures these comply with this policy.

This policy will be reviewed by the Headteacher every year.