



## Charging and Remissions Policy

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.

The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs, visits and residential experiences can make towards pupils' personal and social 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.

### Definitions

Charge: a fee payable for specifically defined activities

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

### Schools cannot charge for the following:

#### 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 that the pupil is being prepared for at the school
- 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 pupil has been prepared for it 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

#### 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

#### The Governing Body reserves the right to make a charge for:

- educational Visits out of school hours.
- board & Lodging on residential visits which take place within school hours.
- all expenses on residential visits which take place out of school hours.
- materials for use in club activities.
- transport to venues in connection with club activities
- transport to optional non-curricular activities (e.g. Theatre, Festivals etc.) out of school hours.
- expendable items and for borrowed musical instruments.

- wilful damage to school property.
- misuse or loss of school books or equipment.

### **School Meals and Equipment Maintenance**

Hampshire County Council will no longer be responsible for the maintenance of school kitchen equipment. As a result, schools are now required to cover these costs independently.

### **Voluntary Contributions**

The Governing Body gratefully acknowledges the generosity of parents whose voluntary contributions make it possible to enhance the quality of the children's education. The Governing Body request continued support in the form of voluntary contributions to cover the cost involved in providing:

- cookery ingredients / craft materials
- subsidised visits of visiting theatre groups / performers
- science consumable items (e.g. batteries)
- transport to venues to represent the school at competitive and friendly events or other activities.
- subsidised educational visits
- residential visits which take place within school hours

Any children whose parents find difficulty in making voluntary contributions will **not** be excluded from any of the activities which take place, **but lack of voluntary financial support may mean cancellation of the activity for all children.** Parents experiencing difficulties over payments or who are in receipt of support payments should discuss the matter with the Head teacher.

For further information please visit:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/706830/Charging\\_for\\_school\\_activities.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/706830/Charging_for_school_activities.pdf)

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