



Mill Water School

admin@millwater.devon.sch.uk | www.millwater.devon.sch.uk | 01395 568890

CHARGING AND REMISSIONS POLICY

Original Date: March 2016

Revised: October 2019

Review Date: October 2020

Introduction

The purpose of this policy is to ensure that there is clarity over those items which the school will provide free of charge and those items where there may be a charge. It is the Governors' hope that parental contributions will be kept as few and as low as possible.

The Headteacher will ensure that staff are familiar with and correctly apply this policy.
Governors will review this policy every year.

Background

School governing bodies and local authorities cannot charge for:

- an admission application to any state funded school
- core education provided during school hours (including the supply of materials, books, instruments or other equipment)
- education provided outside school hours if it is part of the National Curriculum; part of a syllabus for a prescribed public examination that a pupil is being prepared for at the school; part of 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/carer
- entry for a prescribed public examination if the pupil has been prepared for it at the school
- examination re-sits if the pupil is being prepared for the re-sit at the school

Voluntary contributions

Voluntary contributions may be sought for activities that entail additional costs such as field trips, residentials, art, technology and cookery. If an activity cannot be funded without voluntary contributions this will be made clear to parents/carers at the outset. It will also be made clear to parents/carers that there is no obligation to make any contribution. No pupil will be prevented from participating because their parents/carers cannot or will not make a contribution. If insufficient funds are available from voluntary contributions and an activity cannot be funded from other sources it may be necessary to curtail or cancel the activity.

Residentialials

Schools cannot charge for:

- 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; part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school; or part of religious education
- supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential visit

Schools can charge for:

- board and lodging, but the charge must not exceed the actual cost

When informing parents/carers about a forthcoming visit, it will be made clear that those who can prove they are in receipt of the following benefits will be exempt from paying the cost of board and lodging:

- Universal Credit in prescribed circumstances
- Income Support
- Income Based Jobseekers Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit

Calculating charges

When charges are made for any activity they will be based on the actual costs incurred, divided by the total number of pupils participating. There will be no levy on those who can pay to support those whose parents/carers are unwilling or unable to pay.

The principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents/carers.