



Marshfield CE VC Primary School

'Learning Together, Inspiring Each Other, Achieving Our Best'

Charging and Remissions Policy

Ratified by Governing Body on:	Date: 07/07/26
Due for review	Date: July 2027



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AIMS

- To enable all children to participate in extracurricular activities, workshops, trips and residential visits.

RATIONALE

The Governing Body recognises the valuable contribution that a wide range of additional activities, including clubs, trips 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.

CHARGES

In accordance with The Education Act 1996, **the school can and will charge for the following:**

- Any materials, books, instruments or equipment, where the child's parent wishes them to own them (e.g. CGP revision guides).
- Board and lodging for a pupil on a residential visit.
- Extended day services offered to pupils (e.g. Multi-sports Club).
- Music and vocal tuition provided at the request of the pupil's parent (this does not include teaching that is an essential part of the national curriculum or provided under the First Access Programme).

VOLUNTARY CONTRIBUTIONS

The school is not permitted to charge for educational activities which take place wholly or mainly during school hours, which includes trips, workshops, etc. However, as such activities greatly enrich pupils' educational experience, the school may ask for **voluntary contributions** to cover costs. As an inclusive school no child will be excluded from an activity or visit simply because his or her parents are unwilling or unable to pay. However, if insufficient voluntary contributions are raised to fund a visit or activity, or the school cannot fund it from some other source, then it will have to be cancelled.

The Governors would like to make it clear that:

- Parents/carers do not have to make a voluntary contribution.
- No pupil will be treated differently according to whether or not their parents have made any contributions.
- If voluntary contributions do not cover the cost of an event/trip, it may have to be cancelled.

- For a residential visit the cost of board and lodgings must be charged for and therefore the charge is not a voluntary contribution (please see the Remissions section for exceptions).

Parents/carers will be told what the contribution per child should be at least 8 weeks prior to the visit/trip/workshop. Parents/carers must also be aware that if those contributions do not raise sufficient funds to pay for the event, then the school will not be able to organise such activities.

REMISSIONS

The Governing Body recognises the need to offer financial support to some children and may use the Pupil Premium allocation in the school budget to cover the cost of chargeable items/activities for those children who are looked after, are eligible for free school meals or whose parents are in receipt of the listed benefits (see Appendix 1), if it is necessary to do so. Parents will be encouraged to talk to the Headteacher who will advise them of how the school can support their payments.

Remissions for residential visits

Parents who can prove they are in receipt of the listed benefits (see Appendix 1) will be exempt from paying the cost of board and lodging for residential visits.

APPENDIX 1

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of State 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 – your household income must be less than £7,400 a year (after tax and not including any benefits you get)