



Montgomery High School

Charging and Remissions Policy: School Activities

Approved by the Governors' Finance and Premises under the powers delegated by the
Governing Body 22/01/14

Review period 3 years

1. Introduction

The law requires that education during normal school hours and the examination of students in accordance with the National Curriculum is provided free of charge. The Governing Body recognises the valuable contribution that the wider range of additional activities, including trips, clubs and residential experiences can make towards students' education and reserves the right to charge parents in accordance with the provisions of the Education Act 1996.

2. Aim

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

3. Charges

Except where students are entitled to statutory remission, **the Governing Body reserves the right to make a charge in the following circumstances for activities organised by the school:**

- 3.1. **School activities in school hours:** For the board and lodging element of approved residential activities deemed to take place in school hours.

NB. Where students wish to attend activities not run by the School or LEA in school hours, the non-school organisation may charge the parent. The parent must seek permission for absence (as for a family holiday) and the Headteacher will decide whether it is in the student's best interest.

- 3.2. **Activities outside school hours:** For the full cost to each student of all approved activities deemed to be optional extras taking place wholly or mainly outside school hours as permitted by the Education Act 1996.

- 3.3. **Individual Instrument Tuition:** For the cost to the student (individually or in a group of up to four) of providing any instrumental tuition not part of the prescribed Public Examination System.

- 3.4. **Charging in Kind:** For the cost of materials, ingredients or equipment provided by parents in subjects such as: Food technology, textiles, art /craft and resistant materials.

No charge will be made in respect of books, materials, equipment, instruments or incidental transport provided in connection with The National Curriculum, statutory religious education or in preparation for prescribed public examination or courses taught at school. There is an exception where parents have indicated in advance that they wish to own the finished product.

NB: Travelling expenses from home to work experience placements will be met by parents/carers.

4. Examinations

The Governing Body will ONLY charge for examination entries in the following circumstances:

- the school has not prepared students for the examination in the year for which the entry is made, or
- the examination is not on the set list but the school arranged for the student to take it, or
- a student has failed, for no good reason, to complete the requirements of the examination course or to attend the examination, or

- a student wishes to re-sit a whole examination or module for which the school has paid the initial fee

5. General/ Voluntary Contributions

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. In no case will the charge for each student exceed the actual cost (eg to subsidise hardship cases, or general fund-raising). 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 or treated differently by reason of inability to make a voluntary contribution.

6. Remissions

Where the parents/carers of a student are in receipt of

- Income Support
- Income Based Job Seekers Allowance
- support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, provided the parent is not entitled to Working Tax Credit and their annual income does not exceed the threshold published by the DfE
- Guarantee element of State Pension Credit

the Governing Body will offer to remit in full the cost of board and lodging for any residential activity which: is deemed to take place in school hours; forms part of the syllabus for the National Curriculum or is a requirement of a prescribed examination.

7. Damage to school property

The Governing body will seek payment from parents for damage to or loss of school property caused wilfully or negligently by their child.

8. Subsidy

The school will subsidise certain activities to a limited extent as funding allows. This is at the discretion of the Head-teacher.

9. Delegation

The Headteacher, in consultation with the Chairman of Governors, will determine any individual case arising from the implementation of this policy.

10. Contributions to the school curriculum

In principle the Governing Body approves the seeking of sponsorship from external sources including parents' donations. In addition, the school offers opportunities for parents to take part in fundraising activities or to contribute by giving their time.

Although careful planning and scrutiny will ensure optimum use of school resources, parents may be asked to contribute voluntarily to the provision of additional materials. The Governing Body express their appreciation for all such contributions.