



# Tonwell St Mary's CE Primary School

## Charging and Remissions Policy

**Date ratified: September 2016**  
**Date for Review: September 2018**

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

### **List of activities for which charging will be made:**

- The full cost of board and lodging on a residential visit
- The full cost of individual tuition in the playing of a musical instrument (whether in school time or not) except as set out below that no charge may be made for tuition provided during school hours for looked-after or Pupil Premium children
- The full cost of activities which take place wholly or mainly outside school hours but which are not provide for the syllabus for a prescribed public examination and are not required to fulfil statutory duties related to the national curriculum.

### **Remissions:**

#### **A: Parents on Benefits**

Remission of charges for parents in receipt of Income Support, Income based Jobseeker's Allowance, Support under Part IV of the Immigration and Asylum Act 1999, or Child Tax Credit (provided that they do not also receive Working Tax Credit and have an annual income assessed by the Inland Revenue that does not exceed and an income related employment and support allowance: - supported by a successful claim for free school meals.

- The full cost of board and lodging on residential visits in school time
- The full cost of board and lodging on residential visits outside school time which are covered by the following criteria:
  - where the purpose is to fulfil any requirements specified in the syllabus for a prescribed public examination
  - where the purpose is to fulfil statutory duties relating to the National Curriculum imposed by Section 10 (ii) of the 1988 Act
- A proportion of the costs associated with individual tuition of the playing of a musical instrument, whether in or out of School hours

#### **B: General Remission**

- The cost of individual instrumental music tuition will also be remitted in all cases where the individual tuition is provided as part of the syllabus for a prescribed public examination or is required by the National Curriculum. There may be occasions where two or three students receive additional music lessons together at a reduced cost

#### **C: Looked After Children/ Pupil Premium Children**

- No charge may be made for individual music tuition provided in school hours in respect of a pupil who is looked after by the local authority (within the meaning of section 22(1) of the Children Act 1989) or is identified as a child who is eligible for Pupil Premium funding.

### **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. No student will be excluded from the activity or treated differently because they do not make a contribution. If voluntary contributions are not sufficient then it may be that the planned activity or trip cannot go ahead.

