

Charging and remissions

Schools must have a charging and remissions policy in place before they can legally charge for any activity. Check out our 12 top tips on what your school can and can't charge for

Your school can charge for...

Books

You can charge for books and materials that the parent wishes the child to keep. (Make the cost clear to the parents before charge).



Optional extras

You can charge for education provided outside of school time that is not:

- part of the national curriculum
- part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school
- part of religious education.



Board and lodging

When any visit has been organised by the school you may charge for the cost for board and lodging. Travel charges may also apply when the activity takes place outside of school hours. Note: parents who can prove they are in receipt of certain benefits may be exempt from paying this cost.



Music tuition

Your school can charge for music tuition provided during school hours if the teaching is not an essential part of the national curriculum.



Extended services

Your school can charge for extended services such as breakfast clubs, out of school clubs (such as homework clubs) or childcare. You should list them in your model policy. You may also want to explain what the charge is for, such as to cover the cost of non-teaching staff.



Damage to property

When school property has been willfully damaged by a student or parent the school may charge those responsible for some or all of the cost of repair or replacement.



There is no charge for...

Activities

There is no charge for activities during school hours or for transport during school hours to school-organised activities.



Outside school hours

There is no charge for activities that take place outside of school hours when they are:

- part of the school curriculum
- part of the syllabus for a public examination that the pupil is being prepared for by the school
- part of the school's basic curriculum for religious education.



Remissions and concessions

Your school may give consideration to the remission of charges to parents or carers who receive the following support payments:

- Income Support
- Income based Job-seekers Allowance
- Child Tax Credit (where the person is not receiving Working Tax Credit as well)
- Support under part VI of the Immigration and Asylum Act 1999
- Guaranteed Element of State Pension Credit
- Income related employment and support allowance.



Inability to pay

No child should be excluded from an activity because the parents or carers of that child are unwilling or unable to pay. If there is insufficient funding for an activity, then it will be cancelled. The identity of the child or parents of the child who did not want to make the payment, or could not make the payment, should not be disclosed under any circumstances.



Do check out our charging and remissions model policy which you can download at: my.optimus-education.com/charging-and-remissions-model-policy

Want to learn more or get more details? Do get in touch!

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