

Marjory Kinnon School

Charging and Remissions Policy

March 2018



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Contents	Details	Page
1.	Introduction	3
2.	Charges	3
3.	Remissions	3
4.	Voluntary Contributions	3
5.	Payments	4
6.	Queries	4
7.	Policy Review	4

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1. Introduction

The policy of the Governors of Marjory Kinnon School is to provide free education for all attending pupils. This policy is implemented within the letter of the law, and also embracing the spirit of it. The Governing Body has, therefore, set up a Charging and Remissions Policy for certain activities in school, based on advice from the Department for Education on charging for school activities and the Education Act 1996. This Policy will be reviewed at least every three years and will be no less generous than the Local Authority's policy.

2. Charges

Schools cannot charge for education provided within school hours. Charges can be made, however, for optional activities which take place outside school hours and are not part of the National Curriculum. Marjory Kinnon School currently offers after school clubs such as football and karate and these are provided free of charge. Our new school premises provide the opportunity to increase the number and variety of clubs and activities on offer and a charge may be introduced to cover costs such as additional staff and resources required.

3. Remissions

We believe that a school should give pupils as many varied learning experiences as possible and we shall do our utmost to ensure that all our pupils have the opportunity to benefit from such experiences. Parents who are in receipt of benefits or have financial difficulties may be exempt from paying charges. In such cases, parents may apply, in confidence, to the Headteacher for exemption from charges.

4. Voluntary Contributions

Where educational visits are arranged either as an integral part of a particular syllabus or to enhance pupils' learning experience, parents may be asked for a voluntary contribution towards the cost of the visit. However, there is no obligation for parents to make any contribution and legislation states that a pupil should not miss out on a visit if a parent does not wish to contribute. We hope that parents will realise that a trip may not be possible if sufficient contributions are not received.

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5. Payments

All payments should be put into an envelope stating the pupil's name, year group and what the money is for. The pupil should take the envelope to the School Office on arrival at school, or the envelope should be given to the Bus Escort to hand in to the office staff.

6. Queries

This policy is available to parents on request. The office staff are available between 8.30 a.m. and 3.30 p.m. to answer queries about charges, remissions and voluntary contributions.

7. Policy Review

Approved by: Governors: March 2018.

This Policy will be reviewed by the Governing Body every three years (or sooner if legislation changes) to assess its implementation and effectiveness.