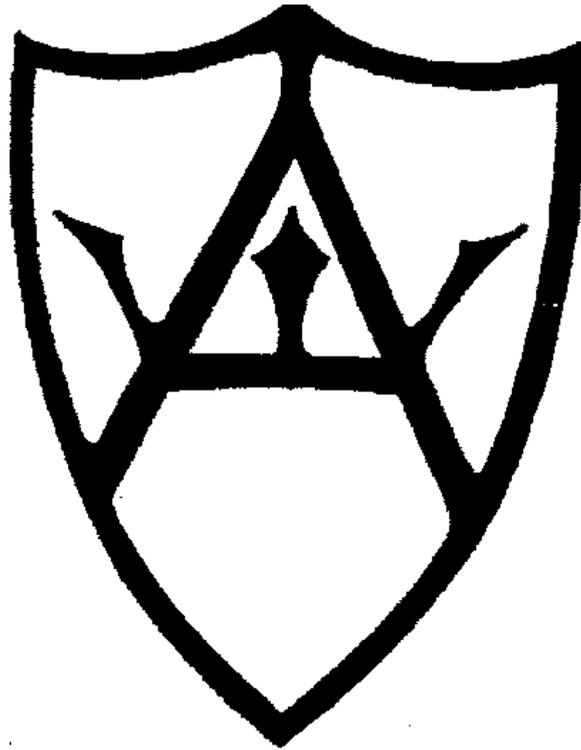


# **Alfriston School**



## **Charging & Remissions Policy**

Reviewed: March 2026  
Next Review: March 2027

## Policy for Charging for School Activities

### Introduction

The School recognises the valuable contribution that the wide range of additional activities, including clubs, trips and residential experiences can make towards pupils' personal and social education.

The School promotes and provides such activities both as part of a broad and balanced curriculum for the pupils of the school and as optional activities.

This policy has been drawn up in line with sections 449-462 of the Education Act 1996 which sets out the law on charging for school activities in schools maintained by local authorities in England.

### Charges

The School will charge for the following:

- Board and lodging for a child on a residential trip.
- Any materials, books, instruments or equipment where the child's parent wishes them to own them, i.e. a charge can be made to cover the cost of materials or ingredients required for design and technology where parent/carers have indicated in advance that they would like their child to bring home the finished product.
- Music and Vocal Tuition:  
The cost of vocal or instrumental tuition provided either individually or to groups of pupils, if the tuition is provided at the request of the pupil's parent/carer.
- The full cost to each pupil of activities taking place outside school hours and deemed to be optional extras.
- Where reading books or other school property is wilfully or recklessly damaged or lost, there will be a charge to parents/carers to replace the lost or damaged item(s) on a like-for-like basis.
- The letting of all or part of the school premises.
- School meals (for children not entitled to free meals).

Nothing in this policy statement precludes the School from inviting parents to make a voluntary contribution towards the cost of providing education for pupils.

### Remissions

In some circumstances, the School may not charge for items or activities set out in this policy.

Parents/carers who can prove they are in receipt of any of the following benefits will be exempt from paying the cost of board and lodging for residential visits:

- Income Support
- Income-based Jobseeker's Allowance

- Income-related Employment and Support Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- The guaranteed element of 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 – if you apply on or after 1 April 2018, your household income must be less than £7,400 a year (after tax and not including any benefits you get)

In other circumstances, there may be cases of family hardship, which make it difficult for pupils to take part in particular activities for which a charge is made. The School invites parents to speak in confidence, to the Headteacher or School Business Manager.

### **Voluntary Contributions**

The School is able to ask for voluntary contributions from parents/carers to fund activities that would not otherwise be possible.

Activities for which the School may ask parents/carers for voluntary contributions include:

#### Charitable donations

We may request donations to charitable causes up to £5. The wording should be as follows: We are requesting donations of (insert amount) to support the work of (insert name of charity).

#### School Trips

All costs relating to school trips including transport to and from the location.

#### Other activities in school time (e.g. in school workshops, hire of egg incubator)

An amount (up to but not exceeding £20) to cover but not exceed the cost of the activity divided equally between the children who are to participate.

### **Please note (for all of the above)**

There is no obligation for parents to make a contribution, and no child will be excluded from an activity if their parents are unwilling or unable to pay.

If the School is unable to raise enough funds for an activity or visit, then it will be cancelled. The School will make parents/carers aware of this in the initial request.

### **Optional Activities outside the school day**

The School will charge for optional activities outside the school day, for example clubs, theatre trips, optional examination entry fee where the pupil has been prepared for the examination as part of a club outside of the school day etc. The School will make every effort to ensure all children have the chance to participate and will consider offering financial assistance where cost is an obstacle to this.