



Dame Alice Owen's School  
The Dame Alice Owen Foundation - 1613

# CHARGES AND REMISSIONS POLICY

## (Statutory Policy)

Agreed by the Governing Body Curriculum Committee  
To be reviewed  
(reviewed every 2 years)

Spring 2021  
Spring 2023

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### Governors' Policy on Charges and Remission

1. The Governing Body approve of the present school practice of inviting voluntary contributions from parents for activities taking place during school hours or for essential equipment or materials used during school hours and confirm that this may continue, within the provisions of the government advice.  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/706830/Charging\\_for\\_school\\_activities.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/706830/Charging_for_school_activities.pdf)
2. The Governing Body ensure that no student is excluded from an activity (where voluntary contributions are invited) or from the use of equipment or materials on the grounds of parental unwillingness or inability to make a voluntary contribution.
3. The Governing Body confirm, however, that, at the discretion of the Headteacher (or their Deputy), proposed activities (for which voluntary contributions have been invited) may be curtailed or cancelled if the estimated costs prove excessive for school budgeting.
4. **Residential visits**

The Governing Body will **not** charge for:

- education provided on any visit that takes place during school hours; and
- education provided on any visit that takes place outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education.

The Governing Body **will** charge for:

- board and lodging, although the charge will not exceed the actual cost.
5. The Governing Body propose to charge for "optional extras" at full cost, e.g. ski trips and international visits which are not essential for the student's programme of study, or, as advised by the Headteacher in certain instances, with a subsidy and if necessary, in accordance with the guidance, through the operation of a remission scheme.
  6. The Governing Body will meet all or part of the cost of board and lodging for compulsory or essential curriculum residential visits in the case of students whose parents are in receipt of the following benefits:
    - 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)
    - Universal Credit

As well as for those who qualify as Pupil Premium students **and** cannot afford to contribute towards the costs of these essential visits.

7. The Governing Body, in charging for "optional extras", would consider sympathetically recommendations from the Headteacher (or their Deputy) that charges for board and lodging for residential visits be remitted in particular cases where parents are in receipt of income support or family credit.