

1. Induction

School governing bodies and local authorities, subject to the limited exceptions referred to in this advice, cannot charge for education provided during school hours (including the supply of any materials, books, instruments or other equipment)

Under the provisions of the Education Act 1996 (s.451), all education provided in school time must be free of charge. Activities which take place outside school time may be charged to parents, subject to some limited exceptions. The remissions policy applies to:

1. Activities that are provided as part of a course leading to a public examination.
2. Activities that are provided specifically to meet statutory duties in respect of the National Curriculum or RE.
3. The position of pupils whose parents receive income support or family credit.

Voluntary contributions may be used to subsidise any activity taking place either in or out of school time. However, for school time activities, no child can be penalised because their parents are unable or unwilling to contribute voluntarily to the cost.

If school is planning a residential trip or day trip within school hours, parents can be invited to make a voluntary contribution, but no pupil can be excluded because the parents fail to contribute. If it is judged that sufficient voluntary contributions are not forthcoming, then a decision needs to be made as to whether the activity can still take place.

Any charges levied for activities must not exceed the cost of provision.

2. Charging In Kind

Parents cannot be required to provide ingredients (for cookery sessions) but may be invited to provide these on a voluntary basis. The school may charge for ingredients or materials only if the parents have indicated in advance that they wish to own the finished product.

Policy Owner and Contact Details

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