Chislehurst School for Girls

Charging and Remissions Policy 2026-2027

Policy name	Charging and Remissions Policy 2026-2027
Policy updated by	Mrs C Tipping, Senior Deputy Headteacher
Other staff contribution	Mrs J Tailor, Finance Manager
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The School is legislated by the charging provisions of the Education Act 1996. The basic principle underlying these provisions is that education provided wholly or mainly during school hours is free. The school is committed to supporting families facing financial hardship, however charging is permitted for the following activities:

1 The full costs of board and lodging on residential visits. This cost must not exceed the actual cost of the provision.

Where the trip takes place wholly, or mainly, during school hours, children whose parents are in receipt of the following support payments will, in addition to having a free school lunch entitlement, *may also be entitled to the remission of these charges*:

- Income Support;
- Income-based Jobseeker's Allowance;
- Support under par VI of the Immigration and Asylum Act 1999;
- Child Tax Credit provided the parent is not entitled to Working Tax Credit and their annual income does not exceed the limit set by the state;
- Guaranteed State Pension Credit.

A similar entitlement applies where the trip takes place outside of school hours but it is necessary as part of the National Curriculum, forms part of the syllabus for a prescribed examination that the school is preparing the student to sit, or the syllabus for religious education.

2 The full costs associated with individual and small group tuition of up to, and including, four students in the playing of a musical instrument, whether in- or out-of-school time.

3 The full costs of activities which take place wholly or mainly outside school hours, but which are not provided as part of the syllabus for a prescribed public examination and are not required in order to fulfil statutory duties related to the National Curriculum or to Religious Education.

4 The full costs of entering a student for a public examination not prescribed in regulations and for preparing the student for such an examination outside school hours.

5 The full costs of resits of prescribed public examinations where no further preparation has been provided by the school.

6 The full costs of entering a student for a prescribed public examination where the Governing Body has decided there are educational reasons for not entering the student.

7 The costs of entering a student for a public examination when the student has failed without reasons to complete the examination requirements. This might include failure to complete coursework requirement and/or failure to sit the final examination(s).

8 The cost of ingredients or materials for practical subjects or books and stationery that the parent wishes the child to keep.

Trips

The School may ask for voluntary contributions in support of activities during school time but there is no obligation on parents to make such a contribution. Willingness or ability to pay will not be criteria for selection of students to take part in an activity although reluctance on the part of parents to support an activity in this way could lead to its cancellation.

Unless otherwise stated, there can be no guarantee that contributions towards visits can be refunded should the student not be able to attend, since tickets etc. will be booked in advance of the trip and travel and accommodation costs may be subject to cancellation charges.