Marden Bridge Middle School

Empowering Minds Inspiring Futures

Charging & Remission Policy 2026

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1.	Introduction At Marden Bridge Middle School we recognise the value of providing a wide range of experiences to enrich and extend pupils' learning and to contribute towards their personal development. We aim to: • Have robust, clear processes in place for charging and remissions. • Clearly set out the types of activity that can be charged for and when charges will be made. All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum. However, we do request voluntary contributions, and this is especially important to cover the cost of swimming transport and other activities, visits and trips. The Governing Body is committed to the general principle of free school education. It recognises the valuable contribution that a wide range of activities, including school visits, residential experiences and clubs can make towards all aspects of a student's education. This policy is based on guidance from the DfE on 'Charging for School Activities' (May 2018) and the Education Act 1996, sections 449-462 of which set out the law on charging for school activities in maintained schools in England.
2.	Definitions To ensure there is clarity regarding what 'charging and remissions' means the following definitions are: • Charge: a fee payable for specifically defined activities; • Remission: the cancellation of a charge which would normally be payable.
3.	Voluntary Contributions When organising school trips or visits, which enrich the curriculum and educational experience of the children, the school is entitled under legislation to ask parents / carers to contribute to the cost of the trip, all contributions are voluntary.

	<u>Legislation states that: 'If we do not receive sufficient voluntary contributions to fund a trip / activity, then it may be cancelled because it is not financially viable due to insufficient contributions.</u> If a trip goes ahead, it may include children whose parents / carers have not paid any contribution. We do not treat these children differently from any others. If a parent / carer wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Parents / carers have a right to know how each trip is funded. The school provides this information on request. The following is a list of additional activities organised by the school, which require voluntary contributions from parents / carers. These activities are known as 'optional extras'. This list is not exhaustive: • Visits to museums; • Sporting activities which require transport expenses; • Outdoor adventure activities; • Visits to the theatre; • Musical events.
4.	<u>After school clubs</u> Presently all after school clubs taken by staff are free. The school may offer additional paid clubs after school. A qualified coach, who is not a member of the school staff may run and organise these sessions. The coaches may make their own charges.
5.	<u>Loss / Damage to School Property</u> The Governors reserve the right to ask parents and carers to pay for the cost of replacing any item such as: • defaced, damaged or lost text books; • replacement pupil planners; • any item damaged as a result of unsatisfactory pupil behaviour.

6.	Lettings The Governing Body reserves the right to let internal and external areas of the school for community and public use. The lettings fees charged will at a minimum reflect any expenses incurred for running and staffing costs.
7.	Residential Activities Held During School Hours Residential visits are optional. Charges for residential visits cover board, lodging, travel, insurance and any additional costs levied by the travel company. School endeavours to keep costs to a minimum. Any child not attending the residential visit is educated in school as normal. Parents / carers will be given the option of a payment plan to spread the costs of the residential visit. If a child drops out of the residential for whatever reason, the deposit will not be refunded. School has to pay deposits up front to hold the place at their residential. Any further payments made towards the trip can only be refunded if and when another child takes the original place and makes payments towards the balance.
8.	Residential Activities Held Out of School Hours These will sometimes include day and residential experiences. Charges may be made for these activities except where they are provided to fulfil statutory duties relating to the National Curriculum.
9.	Swimming The school organises swimming lessons for all children in Years 5. These take place in school time and are part of the National Curriculum. We swim every Tuesday afternoon at Waves. There is no cost to parents / carers for the swimming lessons, however we do ask for a contribution towards the coach hire.
10.	Other Charges The Headteacher and the Finance, Facilities, Safeguarding and Staffing Committee or Governing Body may levy charges for miscellaneous services up to the cost of providing such services.

11.	Special Educational Needs and Disabilities (SEND) The Governing Body confirms that no pupil with special needs and/or disabilities will be treated any differently than any other pupil. The school will take all reasonable steps to avoid putting children with special needs at a substantial disadvantage.
12.	Remissions The Headteacher and the Finance, Facilities, Safeguarding and Staffing Committee or Governing Body may remit in full or part charges in respect of a pupil, if it feels it is reasonable in the circumstances. The Headteacher and the Finance and Staffing Committee or Governing Body may decide not to levy charges in respect of a particular activity, if it feels it is reasonable in the circumstances.
13.	Policy Review This policy will be reviewed annually by the Governing Body or the Finance, Facilities, Safeguarding and Staffing Committee.