MAIDSTONE GRAMMAR SCHOOL
FOUNDED 1549

Charging & Remissions Policy 2026

September 2026

1. Admissions
There is no charge for admissions.

2. School meals
There is no charge for children who are entitled to free school meals. Pupils who are not entitled to free school meals will be charged £3.05 for a set two course meal. However, snacks and drinks etc are on offer and these are priced individually.

3. Public examinations
There is no charge for examinations that are part of the curriculum and on the school's set examinations list, where children have been prepared for the examinations by the school. However, if the pupil fails without good reason to meet an examination requirement, the school may recover the fee incurred from that pupil's parents. This includes re-sits.

There is no charge for examinations or re-sits that are not on the set list, if the pupil has been prepared for this at the School.

There is a charge for the examination entry fee(s) if the registered pupil has not been prepared for the examination(s) at the school (see Optional extras under section 5).

There will be a fee of £5 charged for the production of a script requested from the examination board.

When a request for a review of internal marking is made, a fee of £50 will be charged to compensate for the costs of an assessor with appropriate competence. However if it is agreed that the coursework mark is outside of tolerance, as defined by the examination board, this fee will be reimbursed.

Where there is a request for an external remark of an examination grade, this will be recharged at cost as advised by the awarding body.

4. Activities that take place during school hours (this does not include the break in the middle of the school day)
There is no charge for activities during school hours with the exception of music tuition, Morrisby type activities, School trips, Shakespeare day and other similar provision. **(section 8)**.
There is no charge for transport during school hours to school-organised activities. However, subs may be charged for pupils who play in school teams either at home or away.

We may charge for:
- books and materials that the parent wishes the child to keep (the cost will be made clear to the parents before charge)
- optional extras **(section 5)**
- music or vocal tuition **(section 8)**
- replacement of lost or damaged items including pocket planners which will be recharged at £2 per replaced planner

5. Activities that take place outside of school hours (non-residential)
There is no charge for activities that take place outside of school hours when they are:
- part of the set curriculum, including sports matches against other schools
- part of the syllabus for a public examination that the pupil is being prepared for by the school **unless they enhance the quality of the experience beyond the normal remit to provide a better quality experience eg** Geography field trips where residential visits are deemed more beneficial
- part of the school's basic curriculum for religious education.

Optional extras
The school will charge for optional extras. Optional extras are:
- education provided outside of school time that is **not:**

a) part of the National Curriculum
b) part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school
c) part of religious education

- examination entry fee(s) if the registered pupil has not been prepared for the examination(s) at the school
- re-sits
- transport (other than transport that is required to take the pupil to school or to other premises where the local authority or governing body has arranged for the pupil to be provided with education.)
- Travel, board and lodging for a pupil on a residential visit.
- Trips and Visits which are not deemed as part of the School's curriculum but are seen as valuable.
- After school clubs/ activities, supervised homework sessions, CCF, DoE.

The cost of optional extras
Any charge made in respect of individual pupils will not exceed the actual cost of providing the optional extra activity, divided equally by the number of pupils participating. In no circumstances will there be an element of subsidy included for any pupils wishing to participate in the activity whose parents are unwilling or unable to pay the full charge **(section 12)**. This could result in the trip being cancelled.

When calculating the cost of optional extras an amount may be included in relation to:

- any materials, books, instruments or equipment provided in connection with the optional extra
- non-teaching staff
- teaching staff engaged under contracts for services purely to provide an optional extra, including supply teachers engaged specifically to provide the optional extra
- the cost, or a proportion of the costs, for teaching staff employed to provide tuition in playing a musical instrument, or voice tuition where the tuition is an optional extra.
- accommodation

Participation in any optional extra activity will be on the basis of parental choice and a willingness to pay the charges. The school will need to have the agreement of parents before organising the provision of an optional extra where charges will be made.

6. Activities that take place *partly* during school hours either on or off site
Where the majority of a non-residential activity takes place during school hours the charging of the activity will be the same as is outlined in **section 4.**

Travelling time is included in time spent on activity.

In cases where the majority of a non-residential activity takes place outside of school hours the charge cannot include the cost of alternative provision for those pupils who do not wish to participate. So no charge can be made for supply teachers to cover for those teachers who are absent from school accompanying pupils on a visit.

In this case the charging of the activity will be the same as is outlined in **section 5.**

7. Residential activities

Our school will not charge for:

- education, which is part of the curriculum, provided on any visit that takes place during school hours. This does not include visits to workshops.
- 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
- supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential visit
- travel costs where the residential activity is classed as being within school hours

Our school will charge for:

Board and lodging
When any visit has been organised by the school where there may be a cost for board and lodging, parents will be informed of this before the visit takes place. We will charge anything up to the full cost of board and lodgings on residential visits, whether it is classified as taking place during school hours or not. **Parents who can prove they are in receipt of certain benefits may be exempt from paying this cost** (see **section 12** for more guidance on remissions).

Travel
Travel charges may apply when the residential activity takes place outside of school hours. The amount charged will be calculated to cover the unit cost per pupil. These charges may not apply to those pupils entitled to remissions, but no other pupils will be charged extra to cover those costs.

Activities
The school may charge for residential activities that fall **outside** of school hours **(see section 5)**.

8. Music tuition within school hours
Our school follows government legislation that states that all education provided during school hours must be free; however, music lessons are an exception to this rule.

Charges will be made if the teaching is **not** an essential part of either the National Curriculum or a public examination syllabus being followed by the student(s).

The school may charge for teaching requested by parents and delivered by specialist tutors given to either an individual pupil or groups of any appropriate size (provided that the size of the group is based on sound pedagogical principles) to play a musical instrument or to sing. The cost of these lessons may depend on the size and duration of the class as well as the type of instrument.

The school will not charge if the music tuition is part of the National Curriculum or public examination syllabus being followed by the student. This includes instruments, music books and exam fees.

Maidstone Grammar School is dedicated to ensuring equal opportunities for all pupils including access to specialised music tuition, therefore charges made for music tuition within school hours will be remitted for pupils on free school meals.
There is no charge for vocal or instrumental tuition for children in care. This includes instruments, music books and exam fees.

9. Extended Services
Maidstone Grammar School is dedicated to providing a well-rounded and extensive education for our students which includes a wide range of extra-curricular activities. These enable our school to provide:

- high-quality learning opportunities outside of the normal school day
- ways of intervening early when our pupils are at risk of poor outcomes, e.g. by providing access to the library, study support, parenting support, mentoring, homework clubs.
- ways of increasing pupil engagement
- ways of improving outcomes and narrowing gaps in outcomes between different groups of pupils.

10. Refunds
Requests for refunds for trips will be considered on a case-by-case basis but may be rejected if the school is unable to recoup the costs from the travel company. In any case initial deposits for trips are not refundable.

The school will not refund costs where a student is withdrawn from a trip or activity by the school because of the student's breach of the school's behaviour policy.

11. Damage to property and breakages

Where school property has been wilfully or recklessly damaged by a student or parent the school may charge those responsible for some or all of the cost of repair or replacement.
The School is not responsible for third party damage.

12. Remissions and concessions
The school will give consideration to the remission of charges to parents or carers who receive the following support payments:

- Universal Credit
- Income Support
- Income based Job-seekers Allowance
- Child Tax Credit (where the person is not receiving Working Tax Credit as well) and the family's income (as assessed by HMRC) does not exceed £16,190.
- Support under part VI of the Immigration and Asylum Act 1999
- Working Tax credit run-on
- Guaranteed Element of State Pension Credit
- Income related employment and support allowance

Children of families who receive these payments are also entitled to free school meals. Parents who are eligible for the remission of charges will be dealt with confidentially.

The Head Teacher and Chair of Governors will authorise the remission of charges.

The school may choose to subsidise part or all of the payment of some charges for certain activities and pupils, and this will be determined by the Governing Body and Head Teacher.

13. Voluntary contributions
The Governing Body asks for voluntary contributions to the school for general funds and/or to fund activities that will enrich our pupils' education.

In addition where an activity/trip cannot be afforded without voluntary contributions from parents this will be made clear to the parents by the school and if the activity is cancelled all monies will be refunded to parents.

There is no obligation for a parent or carer to make any contribution and the school will in no way pressure parents to make a contribution.

14. Lettings
The School will charge for letting/renting the school grounds and buildings. Lettings charges attached. These will be reviewed and increased in line with inflation as a minimum on an annual basis rounded to the nearest £.

15. Trips/Visits
If a cost of a trip/activity is significantly lower than originally costed, if this is over £10 per student, a refund will be made by the school.

16. Inability or unwillingness to pay
Maidstone Grammar School is committed to ensuring fair access and treatment of all pupils, and this means ensuring that no child is excluded from an activity because the parents or carers of that child are unwilling or unable to pay. If there is insufficient funding for an activity, then it will be cancelled.

The identity of the child or parents of the child who did not want to make the payment, or could not make the payment, will not be disclosed under any circumstances.

17. Complaints
Complaints about the implementation of this policy or any decisions taken in line with the policy will be considered as part of the school's complaints procedures.

MAIDSTONE GRAMMAR SCHOOL
LETTINGS CHARGES – September 2026

	Hourly Charge
Sports Hall	£40 without heating (£42 proposed)
Sixth Form Centre	£50 **including** heating (£55 proposed)
Classroom	£25 without heating (£28 proposed)
Cricket nets (outdoor)	£30 (all nets) (£32 proposed)
Drama Room	£50.00 per hour without heating, (£55 proposed)
	£75 per hour with heating (£80 proposed)
Gym	£35 without heating - £100 per session proposed
Main Hall	£75 without heating; £125 with heating (£80 or £140)
Refectory	£50 per hour without heating £75 with heating (£55 / £80)
Sports Pavilion	£50 per hour without heating (£55 proposed)

All Weather Full Pitch:

	(Sept – April)	(May-August)
Affiliated clubs		
Full Pitch	£110 per hour	£80 per hour
Half Pitch	£60 per hour	£50 per hour
Quarter Pitch	£38 per hour	£33 per hour
Casual and Commercial		
Full Pitch	£125 per hour	£100 per hour
Half Pitch	£75 per hour	£65 per hour
Quarter Pitch	£55 per hour	£45 per hour

Affiliated Club Match Rates:

Full Pitch (2 hours)	£110
9 v 9 football (1 Hour)	£60
Half pitch mini soccer (1 hr)	£60
Quarter pitch mini soccer 1hr	£40

Additional Charges:

Caretaker fee – Sat/Sun £23.78 per hour – public holiday - £31.70

Cleaning fee £25.96 per booking
Insurance – 3.15%

Other rooms to be considered on an Ad Hoc basis, price to be determined by consultation with the School Business Manager.