



## **HIGH SCHOOL OF DUNDEE REMISSION POLICY**

### **Automatic Family Remission**

It is recognised that having three or more children at the school involves a significant financial commitment.

In acknowledgement of this, where three or more children from the same family and residing at the same address attend the High School at the same time, the School gives an automatic 5% remission on the 3rd (the youngest) child's fee. Please note that any family who are already in receipt of a means tested 3rd child remission (see below) prior to Session 2024/25, will not receive a further 5%.

Where four or more children from the same family and residing at the same address attend the High School at the same time an Automatic Family Remission of 25% will be applied to the tuition fee of the youngest child. A fifth and any subsequent child will also receive the 25% automatic remission as long as all the children attend at the one time. The first two children do not receive any remission. The remission is applied automatically, and no application is required.

When the number of children attending the school reduces to two the remissions cease. Qualification for the Automatic Family Remission does not include children attending the High School of Dundee Nursery.

### **Automatic remissions and Means Tested Family Remissions**

In addition, where parents feel they are unable to have a third child attend due to their financial circumstances an application can be made for a Means Tested Remission. This requires the parents to complete an application form available from the Chief Operations Officer.

The form requires parents to provide details of their income and capital. An assessment is then undertaken to determine if the circumstances qualify for a remission. The level of the remission will depend on the financial assessment and can range from 0% up to a maximum of 28.5% of the tuition fee of the youngest child.

In addition, where parents feel they are unable to have a fourth child attend due to their financial circumstances an application can be made for a Means Tested Remission (application form available from the Chief Operations Officer). The range is from 0% through to a maximum of 20%, and is in addition to the Automatic Family Remission of 25%, i.e. maximum of 45%. The fourth child remission is applied to the youngest and the third child remission to the second youngest.

If the maximum level of remission is felt to be insufficient to allow the child to attend the school and there is an older child in the family who is in a year group for which bursaries are available, the parents may make an application for that child to receive bursary support. However, the child will need to meet the academic and financial criteria that is applied to all bursary applications. In such cases the bursary is applied to the fee of the applicant child and may not be the one receiving the means tested remission.

Qualification for the Means Tested Remission does not include children attending the High School of Dundee Nursery.

**The Remission Policy is subject to periodic review and parents should confirm the current remission arrangements with the Chief Operations Officer when relying on such information in accepting a place at the school. Any change in such remissions does not affect those children already in receipt of a Family Remission.**

**March 2024**