

## Charging and Remissions Policy

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Person Responsible for Policy      \_\_\_\_\_ Headteacher  
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# Charging and Remissions Policy

## Charges

The Trustees reserve the right to levy a charge in any circumstances permissible under Sections 449-462 of the Education Act 1996 which include:

- a) Board and lodging costs incurred on residential visits.
  
- b) Individual tuition in the playing of a musical instrument whether in or out of school hours (unless such tuition is provided as part of the syllabus for a prescribed public examination prescribed in Regulations by the Secretary of State or is required by the National Curriculum).
  
- c) 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 in relation to the National Curriculum or to Religious Education.
  
- d) The cost of entering a pupil for a public examination not prescribed in regulations and for preparing the pupil for such an examination outside school hours.

## Breakages

The Trustees reserve the right to ask parents to contribute to the cost of replacement of lost, broken or damaged books, equipment or other items, except where caused by normal fair wear and tear.

## Charging in Kind

Where parents indicate in advance that they wish to own the finished product of a practical activity they may be asked to provide or pay for any ingredients, materials, equipment etc needed. No child will be at a disadvantage because of a parent's unwillingness or inability to contribute in this way.

## Remissions

The Trustees will apply the statutory minimum remissions to any charges, which they make in respect of pupils whose parents are in receipt of

- Income Support,
- Income Based Jobseekers Allowance,
- support under Part VI the Immigration and Asylum Act 1999,
- Child Tax Credit providing that Working Tax Credit is not also received, and that income is at or below the level to qualify for free school meals.
- the guarantee element of State Pension Credit
- Working Tax Credit run – on paid for 4 weeks after you stop qualifying for Working Tax Credit.
- Universal Credit

Any further remission of charges will be at the absolute discretion of the Trustees. Enquiries relating to remissions should be directed to the appropriate Head of Year and will be treated in confidence.

**Voluntary Contributions**

The Education Act, 1996, confirms the right of schools to invite voluntary contributions for the benefit of the school, or in support of any activity organised by the school, whether during or outside school hours.

Parents may be asked to make voluntary contributions for any visit or journey organised by the academy. Although the matter of voluntary contribution will not be a factor in deciding whether a pupil is allowed to participate in an activity to be financed by voluntary contributions, the academy reserves the absolute right to determine whether the level of voluntary contributions is sufficient to enable the activity to take place.

**Note**

The Trustees fully support the principles of free education and equality of opportunity for all students. However, the Trustees recognise that most parents would want the school to enhance the education of its students by providing additional activities. Such activities rely on voluntary contributions from parents. The Trustees therefore wish to encourage all parents to support the school as far as they are able by contributing to particular activities from time to time.