
CHARGING AND REMISSIONS POLICY

Recommended by:

CRST CFO

Ratified by:

Finance & Resources Committee

Signed:



Position on the Board:

Chair of F&R Committee

Ratification Date

18.10.2023

Next Review:

Autumn Term 2025

Policy Tier (Central/Hub/School):

Central

Date updated	Change from previous version
18/10/23	Update to Remission section criteria to include working tax run-on payments

Section 457 of the Education Act 1996 requires the governing body of the Academy to adopt a policy on charging and remission arrangements for school activities.

The Trust Board delegates to the Local Academy Governing Board the implementation of charging and remissions under the following guidance:

School Trips

Residential (Essential): For residential trips which are essential to the National Curriculum, in preparation for accredited examinations, a charge will be levied for board and lodging.

Residential (Non-essential): For residential trips which are not essential to the National Curriculum, in preparation for prescribed examinations a charge will be levied up to the full cost of the trip.

Examinations

Please refer to the school's Examinations Policy where applicable.

Finished Materials

Where a pupil or parent/carer wishes to retain items produced as a result of art or technology, a charge may be levied for the cost of the materials used.

Music Tuition

The Local Academy Governing Board reserves the right to levy charges in respect of individual and group music tuition, if the teaching is not an essential part of either the national curriculum or an accredited qualification syllabus being followed by the pupil.

Activities Outside School Hours

No charge will be made for activities outside school hours that are part of the school's curriculum, or that form an essential part of the syllabus for an accredited qualification.

If a pupil is prepared outside school hours for an examination that is not set out in regulations, a charge will be levied for tuition and other costs.

For all other activities outside school hours, the Local Academy Governing Board reserves the right to charge up to the cost of the activity.

Damage/Loss to Property

The Local Academy Governing Board reserves the right to levy a charge in respect of wilful damage, neglect or loss of school property and/or third-party property (including premises, furniture, equipment, books or materials), the charge to the cost of replacement or repair, or such lower cost as the Principal may decide.

Voluntary Contributions

Where the school cannot levy charges, and it is not possible to make these additional activities within the resources ordinarily available to the school, the school may request or invite parents/carers to make a voluntary contribution towards the cost of the activity. Pupils will not be treated differently according to whether or not their parents/carers have made any contribution in response to the request or invitation. However, where there are not enough voluntary contributions to make the activity possible, then it may be cancelled.

Remissions

If the parent/carer of a student is in receipt of any of the following benefits (or their equivalent) the school will consider remission of charges:

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit

- Universal Credit - your household income must be less than £7,400 a year (after tax and not including any benefits you get)

Children of families who receive any of the above are also entitled to free school meals.

The Local Academy Governing Board reserves the right to remit in full charges in respect of a student, if it feels it is reasonable in the circumstances, in the following matters:

- Music tuition.
- Residential cost of trips.
- Materials costs for Art and Technology.

The extent of remission will be decided by the Principal and Chair of Local Academy Governing Board

Business and Education Support Charges

The Trust may charge local schools for business and education support services on a commercial basis. Charging levels will be determined so that direct costs are covered, and a contribution is made to the general overheads of the Trust.