



Charging & Remissions Policy

1. Introduction

1.1 All education during Academy hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual or group music tuition.

2. Voluntary contributions

2.1 When organising Academy trips or visits which enrich the curriculum and educational experience of the children, the Academy invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

2.2 If a parent wishes their child to take part in an Academy 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. Sometimes the Academy pays additional costs in order to support the visit. Parents have a right to know how each trip is funded. The Academy provides this information on request.

2.3 The following is a list of additional activities organised by the Academy, which require voluntary contributions from parents. 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;
- Academy trips;
- musical events.

3. Residential visits

3.1 If the Academy organises a residential visit in Academy time or mainly Academy time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education. However, we do make a charge to cover the costs of board, lodging and travel expenses. Also if the residential trips are over a weekend then some of the activities may also be charged for as they are additional to the main curriculum. If parents are experiencing financial difficulty they are invited to write in confidence to the head teacher

4. Swimming

The Academy organises swimming lessons for all children in Key Stage 2. These take place in Academy time and are part of the National Curriculum. We make no charge for this activity. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

5. Remissions Policy

5.1 If the parent/guardian of a pupil is in receipt of income support, income based jobseekers' allowance, support under part VI of the Immigration and Asylum Act 1999; or Child tax credit (providing that they do not also received Working Tax Credit and have an annual income, assessed by the Inland Revenue, that

does not exceed £13, 230) charges in respect of board and lodging will be remitted in full.

- 5.2 The Head Teacher, Finance Committee or Academy Council may remit in full or part charges in respect of a pupil if it is reasonable in the circumstances.
- 5.3 The Head Teacher, Finance Committee or Academy Council may decide not to levy charges in respect of a particular activity, if it feels it is reasonable in the circumstances.

Policy Written by: Karen Baker
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