POLICY

For

Charging & Remissions

Sep 2020	Sep 2023	Sep 2025	
Sep 2021	Sep 2024		
Sep 2022			

Striving for excellence, caring for all
Within a loving and caring Christian environment.

CHARGING AND REMISSIONS POLICY

'Be completely humble and gentle; be patient, bearing with one another in love. Make every effort to keep the unity of the Spirit through the bond of peace.' Ephesians 4.2-3

As a RRS (Rights Respecting School – UNICEF) this policy upholds the following articles from the UNCRC (United Nations Convention on the Rights of the Child):

Article 3 The best interests of the child must be as top priority in all actions concerning children.
Article 28: Every child has the right to an education.
Article 29: Every child has the right to be the best they can.

Our Academy Vision

We are a community in which everyone is offered the opportunity to fulfil their full potential, to understand themselves and be valued for who they are. Through a stimulating and challenging learning environment, we pursue academic excellence and seek the flourishing of all. This is because we know we are all God's children.

"Do all the good you can, by all the means you can, in all the ways you can, in all the places you can, at all the times you can, to all the people you can, as long as you ever can." John Wesley

1. Introduction
This policy has been formulated in accordance with local authority and statutory guidance on: Charging for School Activities.

2. Aim
The aim of this policy is to set out what charges will be made for activities, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents/carers. It also sets out those activities for which charges will not be made.

3. Responsibilities
The Trust Board of Abbey Academies Trust is responsible for determining the content of the policy and the CEO/Executive Headteacher for implementation. Any determinations with respect to individual parents/carers will be considered jointly by the CEO/Executive Headteacher, Head of School and Trust Board.

4. Charges
Parents/carers will be charged for the cost of some activities during school time. These include:

(a) board and lodging on residential visits (not to exceed the costs)

(b) the proportionate costs for an individual pupil of activities wholly or mainly outside school hours ('optional extras') to meet the costs for:

(i) travel
(ii) materials and equipment

(iii) non-teaching staff costs
(iv) entrance fees
(v) insurance costs

(c) individual or group tuition in the playing of a musical instrument where this is not an essential part of the National Curriculum

(d) any other education, transport or examination fee unless charges are specifically prohibited

(e) breakages and replacements as a result of damages caused wilfully or negligently by pupils

(f) extra-curricular activities and school clubs. Schools and local authorities can also charge for any materials, books, instruments, or equipment, where the child's parent/carer wishes him/her to own them

5. Prohibition of Charges
The Trust Board of Abbey Academies Trust recognises that charges cannot be made for the following:

(a) education provided during school hours (including the supply of any materials, books, instruments or other equipment)

(b) education provided 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

(c) tuition for pupils learning to play musical instruments if the tuition is required as 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

(d) education provided on any visit that takes place during school hours

(e) 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

(f) supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential visit

(g) transporting registered pupils to or from the school premises, where the local education authority has a statutory obligation to provide transport

(h) transporting registered pupils to other premises where the Trust Board or local education authority has arranged for pupils to be educated

6. Publication of Information
This policy will be published on our school websites. Timely information will be provided to parents and carers about which activities will incur a charge and for which voluntary contributions will be sought.

7. Remissions
Children whose parents/carers are in receipt of the following support payments will, in addition to having a free school lunch entitlement, also be entitled to the partial remission of charges for board and lodging costs during residential school visits. The relevant support payments are:

a) Universal Credit - your household income must be less than £7,400 a year (after tax and not including any benefits you get)
b) Income Support
c) Income-based Jobseeker's Allowance
d) Income-related Employment and Support Allowance
e) Support under Part VI of the Immigration and Asylum Act 1999
f) The guaranteed element of state Pension Credit
g) Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more £16,190)
h) Working Tax Credit run-on - paid for four weeks after you stop qualifying for Working Tax Credit

In respect of a) and g) above account will be taken of any revision to the amount as advised by the local authority.

8. Voluntary Contributions
Parents/carers will be invited to make a voluntary contribution for:

(a) some activities that take place as part of the Early Years Foundation Stage and National Curriculum in school to help to defray the costs. These could include visits, special events, visitors, photo files, theatre groups etc and by asking for voluntary contributions would enable the school to enhance the curriculum opportunities either more regularly or beyond what is usually within the means of the school budget

(b) some activities that take place as part of the National Curriculum outside school to help defray the costs. These could include visits to places of special interest/the local area where there is a transport/admission cost and by asking for contributions this would enable the school to enhance the curriculum opportunities either more regularly or beyond that which is usually within the means of the school budget

The terms of any request made to parents/carers will specify that the request is for a voluntary contribution and in no way represents a charge. In addition, the following will be made clear to parents/carers:

(a) that the contribution is genuinely voluntary and a parent/carer is under no obligation to pay

(b) that registered pupils at the school will not be treated differently according to whether or not their parents/carers have made any contribution in response to the request

The responsibility for determining the level of voluntary contribution is delegated to the CEO/Executive Headteacher, Heads of School, Chief Financial Officer and/or Head of Finance.

However, once a voluntary contribution has been made, the contribution will only be refundable under exceptional circumstances.

Where there are insufficient contributions to cover costs, the school will endeavour to cover the costs from other budget sources. However, the Trust does reserve the right to cancel visits in such circumstances in which case the voluntary contributions received with be refunded.

9. Economic Climate

When considering whether or not to run a visit, consideration will be given to the increased pressure on family finances due to the economic climate, which may mean that the ability of some, and increasingly more, in our wider school community to be able to afford some day and residential visits is limited.

Reviewed: September 2025
Next Review Due: September 2026