

CONNECTED LEARNING Charging & Remissions Policy

Document Detail	
Category:	Premises Management
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Each academy school must enter details as relevant to them where indicated in red or elsewhere if required

This policy should be read in conjunction with

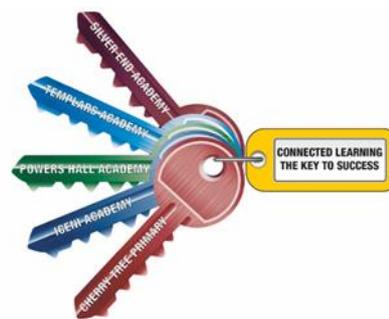
The Trust's Dinner Money Debt Recovery Policy

Breakfast Club Debt Recovery Policy

Breakfast Club Recovery

Connected Learning MAT

Academy School



Charging and Remissions Policy

School meals

There is no charge for children entitled for free school meals or infant free school meals. Pupils who are not entitled to free school meals will be charged at a set amount decided by the Board of Trustees.

Educational visits and activities

Our school will not charge for:

- Education provided on any visit that takes place during school hours
- Education provided on any visit that takes place outside school hours if it is part of the curriculum, or part of a syllabus for a prescribed school examination that the pupil is being prepared for, or part of religious education
- Supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip
- Travel costs where the residential activity is classed as being within school hours
- Residential activities that take place during school hours

Our school will charge for:

- Board and lodging: when any visit has been organised where there may be a cost for board and lodging, parents/carers will be informed of this before the visit takes place. We will charge anything up to the full cost of board and lodging on residential visits whether it is classified as taking place during school hours or not. The charge will not exceed the actual cost.
- Travel: travel charges may apply when the residential activity takes place outside of school hours. The amount charged will be calculated to cover the unit cost per pupil; there will be no extra charge to cover any pupil who may be entitled not to pay.
- Activities: the school may charge for residential activities that fall outside of school hours

Whilst all education during school hours is free, when organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. All contributions are voluntary. If we do not

receive sufficient voluntary contributions, we may cancel a trip as the school budget cannot subsidise these activities. The school endeavours to get best value for money when organising trips. The school may choose to subsidise part or all of the payment of some charges for certain activities and/or pupils and this will be determined by the Head of School.

In the event that an activity cannot be afforded without voluntary funding, all monies paid will be returned in full to parents.

There is no obligation for a parent/carer to make any contributions and the school will in no way pressure to make a contribution. A savings scheme may operate to allow parents to spread the cost of such trips over a longer period of time.

If a parent wishes their child to take part in a school trip or event but is unwilling or unable to make a voluntary contribution, please contact the school for further advice; this will be dealt with on a case by case basis.

The following is a list of additional activities, organised by the school, which may require voluntary contributions from parents. This list is not exhaustive:

- visits to museums;
- curriculum-related visits;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to or by a theatre company;
- musical events;
- pre/post-school activities led by outside providers

Damage to property and breakages

Where school property has been wilfully or recklessly damaged by a pupil or parent, the school may charge those responsible for some or all of the cost or repair or replacement.

Where property belonging to a third party has been damaged by a pupil, and the school has been charged, the school may charge some or all of the cost to those responsible.

Whether or not these charges will be made will be decided by the Local Governing Body or the Board of Trustees and will be dependent on the situation.

Remissions – Financial Help for Parents

The Trust is prepared to consider remission of part of the costs of school journeys and out of school hours lessons in cases of family hardship which make it difficult for pupils to take part in the designated activity. The Trustees invite parents to apply in confidence to the Head of School.

The Trust is committed to ensuring fair access and treatment of all pupils, and this means ensuring that no child is excluded from an activity because the parents/carers of that child are unwilling or unable to pay. However, if there is insufficient funding for an activity, it will be cancelled.

The identity of the child or parents/carers of the child who did not want to make the payment, or could not make the payment, will not be disclosed under any circumstances.