



Charging and Remissions Policy

2021-22

At Cromwell Learning Community Multi Academy Trust we believe that learning without limits means we do not put a ceiling on children's achievement.

Cromwell Learning Community Academy Trust Mission Statement

One Vision

The Cromwell Learning Community Academy Trust has been established through a shared belief that lives can be transformed by what goes on in schools. We believe that the process of teaching and learning shapes futures. To this end our mission is to give every child learning experiences that excite them and give them the power to begin to shape their own lives.

One Aim

Cromwell Learning Community Academy Trust will ensure that all pupils achieve the highest standard of educational outcomes regardless of circumstances or background.

Rationale

The schools within the Cromwell Learning Community Academy Trust operate on a local level (herein referred to as school(s)). Ideally the schools would like to make no charge to parents or pupils for any activity that is relevant to educational provision, which occurs inside or outside the schools. The limits of schools' budgets, however force us to make charges for certain activities and this policy outlines those areas.

The schools recognise the valuable contribution that the wide range of additional activities, including clubs, out of school trips, residential and experiences of other environments, can make towards pupils' all round educational experience and their personal and social development. (Throughout this policy, the term "parents" means all those having parental responsibility for a child.)

Whilst wishing to promote and provide as broad a range of such activities as possible for the benefit of all pupils, the schools reserve the right to make a charge for certain activities organised from time to time.

Policy

Charging

The Trust Board reserves the right to make a charge in the following circumstances for activities organised by the school:

- i School trips and residential in school time: the board and lodging element of the residential experience and outdoor pursuit courses;
- ii Activities outside school hours: the full cost for each pupil of journeys, trips and overnight stays in the United Kingdom and abroad which take place at weekends and during holidays, which are deemed to be optional extras;
- iii Materials: the cost of materials or ingredients for design and technology and food technology, if parents have indicated in advance that they wish to own the final product;
- iv Acts of vandalism and negligence: the Trust Board reserves the right to recover part, or the whole cost, of damage to buildings or equipment which is the result of vandalism or negligence by a pupil;
- v Examination fees: if a pupil has not regularly attended the lessons for a particular examination subject, the examination fee may be requested, refundable if the pupil attends for examination.

If, without a medical certificate explaining the reason, a pupil fails to complete examination requirements for any public examination for which the academy has paid an entry fee, the Trust Board may seek to recover the fee from the parent.

There may be a charge for examination entry where there is a request from the parent for additional subject entries to be made which are not supported by the academy.

Remissions

Where the parent of a pupil is in receipt of qualifying state benefit(s), the Trust Board will remit in full the cost of board and lodging for any residential activity that is organised for the pupil and which takes place within school time. This will also be the case where the residential activity forms part of the syllabus for a public examination.

The Trust Board may remit charges in full or in part to other parents after considering other specific hardship cases. The Trust Board invites parents to apply, in the strictest confidence, for the remission of charges in part or in full. The Principal will authorise remission in consultation with the Chair of Governors.

Insurance

Any insurance costs will be included in charges made for trips or activities.

Voluntary contributions

Nothing in this policy statement precludes the Trust Board from inviting parents to make voluntary contributions. The Trust Board should make clear that such contributions are voluntary, that children of parents who do not contribute will not be discriminated against, and that if insufficient contributions are received the trip may be cancelled.

Other Income

Should other schools or academies require additional support from the Trust staff there will be a cost agreed with the visiting school prior to the visit.

Monitoring and review Finance Committee

Links Academies Financial Handbook
Pupil Premium statement of expenditure

Staff responsible Headteachers of all academy schools, Principal Financial Officer

Committee responsible Board of Trustees

Date approved

Review date*

*Please note that should there be any changes/further national guidance issued relevant to this policy, it will be updated annually