

Charging and Remissions Policy

Date of adoption: 1.4.2018

Date to be revised: 1.4.2023

Introduction

The Spencer Academies Trust is committed to the principal of publicly funded, non-selective education delivered without regard to the ability of their parents or carers to make a financial contribution to school costs. Where appropriate, pupil premium funding may be used to support those pupils who would otherwise be deemed at risk of a disadvantage experience due their financial circumstances.

Charging and remissions

The trust is required by law to publish a policy on charging for activities delivered through trust academies. Wherever possible, we will seek to limit costs for extracurricular or voluntary activities delivered to academies: however, reasonable costs passed on to parents may include:

- individual tuition in playing a musical instrument may be charged for provided that it is not part of the National Curriculum or part of a selected public examination syllabus;
- where parents or carers indicate that they wish to have the finished product from a particular lesson e.g. individual craft items, pottery, woodwork or cookery; in which case a reasonable charge may be made to cover the cost of materials;
- for all residential visits deemed to be within academy hours, in which case a charge for board and lodging will be made. This charge will be remitted for families in receipt of family credit or income support;
- optional visits or activities occurring outside of core academy hours

Consent will be obtained from parents and carers before any chargeable activity takes place. On occasion, academies may reasonably ask for voluntary contributions from parents.

The Board of Directors of the Trust has therefore approved the following:

- voluntary contributions can be invited from parents towards the cost of the academy activities which are related to the life and work of the academy;
- such contributions are genuinely voluntary and no child whose parents feel unable to contribute will be distinguished in treatment or otherwise identified amongst their peers;
- parents not wishing to make a voluntary contribution in whole or part but wishing their child to be included in a selected activity may make their preferences known through the relevant consent and contribution forms or directly to academy staff. Any such approach will be treated in strict confidence;

- academy visits and activities will be planned in advance and, if sought, requests for voluntary contributions will be set out in consent letters to parents. The consent letter will outline the proposed visit, cost, educational value and its relationship to the academy curriculum;
- if insufficient voluntary contributions are received and the trip is considered by the Headteacher or Principal to not be financially viable, then it will be cancelled and any monies received will be returned.

The Spencer Academies Trust reserves the right to levy additional compulsory charges may be made by academies for:

- replacement of broken windows or fittings, defaced or damaged text books or any other damage or loss occurring solely as a result of unacceptable behaviour in school

Such charges will be limited to the replacement or remediation value of the damaged or lost item or items.

Lettings

It is at the discretion of academies within the Spencer Academies Trust to agree short-term and non-permanent lets of estate and facilities with the Board of Directors as may be in the best interest of the trust. Such lets must be by mutual consent, and meet the standards set out in the Estates policies and process documents.