

POLICY / PROCEDURE / ACADEMY DOCUMENT:	CHARGING AND REMISSIONS POLICY	
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THIS VERSION APPROVED (DATE):	7th March 2016	
SIGNED: (CHAIR OF MEETING)	
MINUTED (DATE):	7th March 2016	
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COMMITTEE:	Leadership and Management	
RESPONSIBLE OFFICER:	Strategic Business Manager	

CHARGING AND REMISSIONS POLICY

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CHARGING AND REMISSIONS POLICY

1 INTRODUCTION

- 1.1 In accordance with Section 33 of the Schools Funding Agreement, the Ashley School Academy Trust (TASAT) is required to determine the charging and remissions policies required to address Section 457 of the Education Act 1996 and for these to be approved by the Secretary of State for Education.
- 1.2 The Governing Body recognises the valuable contribution that the wide range of activities, including clubs, trips and residential experiences can make towards a pupils' personal and social education.
- 1.3 The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of TASAT and as additional optional activities.

2 CHARGES

- 2.1 The Governing body reserves the right to make a charge in the following circumstances for activities organised by TASAT.

Curricular Activities

- 2.2 The school will request contributions from parents and carers in respect of transport or consumables where pupils indicate in advance they wish to own the finished products in the following areas:-
- Design Technology
 - Food Technology
 - Gymnastics for KS2

- Outdoor Education
- Physical Education
- Visits to support Curriculum Projects

Activities outside Academy Hours

2.3 The school will request contributions from parents and carers in respect of the full cost of each pupil of activities deemed to be optional extras taking place outside school hours for the following activities:

- Residential Educational ventures
- Specialist group trips
- Leisure activities
- Residential Educational ventures
- Specialist group trips
- Leisure activities

Activities in school as part of Residential and Extended Day Provision programme

2.4 There is no charge for these activities.

Music Tuition

2.5 Current legislation allows pupils to be charged for instrumental music tuition so long as a teaching group does not exceed 4 pupils. A charge may not be levied where the tuition is provided as part of a recognised external examination course within the school's curriculum.

General

- 2.6 The cost of repairing damage and replacing equipment (lost, defaced or damaged) remains the responsibility of the parents when this damage or loss is the result of their child's behaviour or negligence. It is expected that a minimum of 10% of the repair/replacement is met by the pupils' parents/carers.
- 2.7 The Governing body may from time to time amend the categories of activity which a charge may be made.
- 2.8 Nothing in this policy precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of providing education for pupils.

3 REMISSIONS

- 3.1 The Governing Body will remit in full the cost of board and lodgings for any residential activity that it organises for the pupil if the activity is deemed to take place within the school hours or where it forms part of the syllabus for a prescribed public examination or the National Curriculum.
- 3.2 Where the parents or carers of a pupil provide evidence that they are in receipt of:
- Income Support
 - Income based Job Seeker's Allowance
 - Income related Employment and Support Allowance
 - Guarantee element of Pension Credit
 - Child Tax Credit as long as you do not get a Working Tax Credit and your taxable income is less than £16,190
 - If you are supported under Part IV of the Immigration and Asylum Act 1999

- 3.3 The Governing Body will remit in full the cost of board and lodging for any residential activity it organises for the pupils if the activity is deemed to take place within school hours or where it forms part of the syllabus for a prescribed public examination or the National Curriculum. In circumstances where there may be a case of family hardship which makes it difficult for a pupil to take part in particular activities for which a charge will be made, the school will invite parents or carers to apply, in confidence, for the remission of charges in part or in full.
- 3.4 Authorisation of remission will be made by the Headteacher in consultation with the Chair of Governors.

4 VERSION CONTROL

Academy Version 2015-2016/002 2014-2015/001	v.002 - February 2016 v.001 - March 2015
Date agreed by the Leadership & Management Committee:	7 th March 2016
This policy updates and replaces that approved by Governors:	2 nd March 2015
<p>In this policy as in all documents of The Ashley School Academy Trust (“TASAT”) any reference to The Ashley School, The Academy, School, Governors of The Ashley School or Trustees of The Ashley School is a reference to The Board of Directors of The Ashley School Academy Trust and any reference to the Headteacher of The Ashley School is a reference to the Chief Executive Officer of TASAT.</p>	
<p>The Ashley School Academy Trust An exempt charity limited by guarantee Company Number: 07729412</p>	