

Charges and Remissions Policy

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Index

- 1. Rationale**
- 2. Roles and Responsibilities**
- 3. Voluntary Contributions**
- 4. Remissions**
- 5. Charges**
- 6. Childcare Vouchers**

Charges & Remissions Policy

1. Rationale

To set out what charges will be levied for activities, external lettings and extended provision, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents for the academic year commencing September 2016 (Guidance is based on the Education Act 1996: Sections 449-462.)

2. Roles and Responsibilities

The Trust's Board of Directors is responsible for determining and reviewing the content of this policy and the Chief Executive Officer for its implementation via the Trusts Finance Officer. Any determinations with respect to individual parents/carers or outside bodies will be considered by the Chief Executive Officer.

3. Voluntary Contributions

The Trust would like to provide its pupils with as many opportunities as possible to experience interesting and exciting activities. Unfortunately it is not always possible to fund these additional opportunities from our core funding.

Under the Education Act 1996 Academies are only permitted to ask parents to make a 'voluntary contribution' towards the cost of educational visits or other activities carried out during school hours, or out of school hours if the activity forms part of the National Curriculum etc. Whilst parents are not obliged to make a contribution, a lack of sufficient contributions could result in the cancellation of the visit or activity.

4. Remissions

Children for whom are receipt of Free School Meals may be entitled to some remission of charges for board and lodging costs during residential school visits and peripatetic music lessons, as determined by Trusts' Board of Directors each year. The availability of such remissions will be determined following receipt of the Trusts' funding allocation and agreed at the Spring Term Directors Meeting.

Parents should not assume that remissions received in one academic year will be available in the following year.

The Chief Executive Officer and Directors will give consideration to individual hardship cases not contained within the paragraph above.

5. Charges

Outdoor Education and Educational Visits

For the majority of Outdoor Education / Education Visits the Trust will ask parents to make a voluntary contribution towards the cost of the visit. The Trust are permitted to request payment for certain visits or activities that take place, usually because they are for reward, are delivered outside of the hours of normal education and are not part of the curriculum. These may include the following (the list is not exhaustive but is to provide parents with an idea of the type of activities children may take part in that would fall outside of 'voluntary contributions');

- Annual Year 6 Leavers Night Out
- Celebrations / Rewards
- Residential Visits (this can be a combination of both voluntary contributions and charges)

School Meals

The school provide pupils in Years 3 – 6 with a school meal, desert and drink for £2.30 per day. Children in Reception, Year 1 and Year 2 receive a meal funded by the Governments UIFSM Grant.

Parents of children in Years 3 – 6 and in receipt of the following benefits may be entitled to a free school meal and Pupil Premium funding for the school (which may attract remission of fees charged to parents);

- Income Support;
- Income Based Jobseeker’s Allowance;
- Income Related Employment and Support Allowance;
- Child Tax Credit, but not Working Tax Credit, and the household income is not more than the levels stated in Government guidelines the guaranteed element of State Pension Credit (from 30 April 2005);Support under part VI of the Immigration and Asylum Act 1999.

If you think that you may be entitled to a free school meal for your child please contact the Finance Department via finance@tssmat.staffs.sch.uk or 01543 472245.

Before and After School Care

The Trust offers before and after school care for its pupils in each school. The Before and After School provision is run as a traded service and is not funded via the schools budgets. For details of the Before and After School charges please contact the individual schools.

Nursery Wrap Around Care

The Richard Crosse and St. Mary’s Church of England Primary Schools offer funded nursery and extended paid provision. The extended provision is run as a traded service and is not funded via the schools budget. For details of the extended provision charges please contact the school direct.

Peripatetic Music Tuition (Entrust Only)

The Trust currently procures Peripatetic Music Tuition for the pupils in each of its schools from Entrust. The charge will be divided between the number of children taking up lessons. The Trust has to commit to pay Entrust for music services for the entire academic year. In the event of your child wishing to discontinue lessons or moving to a different school outside of the trust, the entire academic year’s charges will still be due. The annual fee will be due in four instalments in June and July of the previous academic year and September and October of the academic year in which the tuition will be provided.

Peripatetic Music Tuition charges are reviewed in May of each year.

6. Child Care Vouchers

The Trust are currently registered with around 10 major childcare voucher providers. Childcare vouchers offer parents tax savings via a salary sacrifice scheme and can be used to pay for before and after school care, holiday clubs and certain other costs charged for out of school activities. For further information please contact the Finance Department via finance@tssmat.staffs.sch.uk or 01543 472245.