



# Charging and remissions policy

**North Star Community Trust Academies**

December 2023

## Overview

Our Trust aims to: -

- Have robust, clear processes in place for charging and remissions
- Clearly set out the types of activity that can be charged for and when charges will and will not be made
- Offer a range of activities and visits whilst minimising the financial barriers that may prevent some pupils from taking full advantage of these opportunities

## Scope

This policy is based on DfE guidance entitled '[Charging for school activities](#)' and Sections 449 - 462 of the [Education Act 1996](#) which set out the law on charging for school activities in England. Academies are required to comply with this Act through their funding agreements.

## Definitions

### Charge

A fee payable for specifically defined activities

### Remission

The cancellation of a charge which would normally be payable

## Where charges can be made

- Any materials, books, instruments or equipment where the child's parent wishes him or her to own them
- Music and vocal tuition, provided either individually or to groups of pupils where the tuition is provided at the request of the pupil's parent
- Certain early years provision
- Examination re-sit(s) if the pupil is being prepared for the re-sit(s) at the school **and** the pupil fails, without good reason, to meet any examination requirement for a syllabus
- Community facilities
- The provision of school lunch where pupils are not otherwise entitled to a free school meal

- A charge will be levied in respect of willful or malicious damage, neglect or loss of school property, including premises, furniture, equipment, books or materials. The charge to be the cost of replacement or repair, of such lower cost agreed by the Head teacher.
- Optional extras including:
  - Education provided outside of school time that is not part of the National Curriculum
  - Examination entry fee(s) if the registered pupil has not been prepared for the examination at the school
  - The costs of re-scrutiny or re-marking of an examination at the request of a parent/ carer
  - Transport (other than transport required to take the pupil to school or other premises where the local authority or governing body has arranged for the pupil to be provided with education)
  - Board and lodging for a pupil on a residential visit not exceeding the actual cost
  - Extended day services offered to pupils (including breakfast club, after school care and after school clubs)

## Voluntary contributions

The Trust is able to ask parents for voluntary contributions to fund activities that would not otherwise be possible. This includes school trips and sports activities. Children of parents / carers who do not contribute will not be treated differently from those that do make contributions.

The Trust will have the right to cancel a trip or activity if there are insufficient voluntary contributions to make the activity possible

Should damage to school property occur, parents / carers will be asked to make a contribution towards replacing damaged or lost school property caused willfully or negligently by their child

## Remissions

In some circumstances the school may not charge for items or activities. This will be at the discretion of the Head teacher and will depend on the activity in question.