

# Charging and Remissions Policy

**Bolder Academy**

390 London Road, Isleworth, Middlesex TW7 5AJ

Registered in England and Wales No: 08932893

Charging and Remissions Policy V1

<b>This policy is called:</b>	<b>Charging and Remissions Policy</b>
<b>It applies to:</b>	All staff at Bolder Academy
<b>Person responsible for its revision:</b>	Headteacher
<b>Status:</b>	Statutory
<b>Published on:</b>	The Academy Website
<b>Approval by:</b>	Governing Board or Delegated Committee
<b>Review frequency:</b>	Every two years
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<b>Date of next approval:</b>	February 2022

## **Introduction**

The Governing Board acknowledges the right of every student to receive free school education and understands that activities offered wholly or mainly during normal teaching time must be made available to all students regardless of their parents/carers' ability or willingness to help meet the cost.

The Governors also recognise the valuable contribution that the wide range of additional activities, trips and residential experiences can make towards students' education. The Academy aims to promote and provide such activities both as part of a broad and balanced curriculum for the students and as additional optional activities.

### **Charges are not made for:**

- Admission to the Academy.
- Free School Meals to those children who are entitled.
- Education that takes place during officially recognised school hours.
- Entrance fees for prescribed examinations.
- Activities relating specifically to the school curriculum.
- Transport costs during school hours.
- School equipment, materials, facilities etc.
- Activities or visits taking place wholly or mainly during school hours (i.e. at least 50% during school time).
- Education which relates to:
  - Specifications for prescribed examinations.
  - The implementation of the National Curriculum.
  - Religious Education.
  - Musical tuition if it forms an essential part of the curriculum or a prescribed specification.
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### **Charges may be made for:**

- Optional extra activities which take place wholly or mainly outside Academy hours (i.e. at least 50% outside school time) and which are based on parental choice.
- Individual music tuition for which there is a parental agreement and where it does not form part of the National Curriculum or part of the specification for a prescribed examination.
- Wilful damage to Academy property equipment or furniture.
- Lost or damaged text books, exercise books or planners.
- Ingredients and materials for subjects such as Art and Design where parents/carers have indicated a wish to own the finished product.

- Examination fees where the student fails, without good reason/medical certificate, to complete the examination requirements for any public examination for which the Academy has paid an entrance fee.
- Examinations for which a student has not been prepared for at the Academy.
- Examination fees where there is a request from the parent for additional subject entries to be made which are not supported by the school.
- Board and lodgings on residential visits.
- Individual appeals by one candidate to the Examination Board based on parental requests

## **Residential Visits**

Charges for visits outside Academy hours (i.e. more than 50% of the time) can include:

- Travel costs.
- Board and Lodgings\*
- Materials, books, instruments and other equipment.
- Non-teaching staff costs.
- Entrance fees to museums, theatres, castles etc.
- Insurance costs.
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\*In certain circumstances students are entitled to a remission of charges for board and lodgings where they qualify for prescribed benefits and allowances (see section on remissions)

Charges for visits during Academy hours (i.e. more than 50% of the time) can include:

- Board and Lodgings (see note above\*).
- But no charge will be made for education provided or travel.

## **Voluntary Contributions**

Parents/carers may volunteer to pay for any educational activity. The Academy may request voluntary contributions for:

- Any visits/activities both inside and outside school time, residential or non-residential.
- Academy equipment.
- Academy funds generally.
- There is no restriction placed on the use which can be made of such contributions.
- There is no obligation to contribute.

- No student may be excluded from the activity for not having paid the contribution.
- Where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, the activity will be cancelled.

Students will not be treated differently according to whether their parents have agreed to make a contribution or not.

## **Remissions**

Parents /carers of students who are in receipt of the following support payments may, in addition to having free school meals entitlement, also be entitled to the remission of charges from the school's hardship fund:

- Universal Credit (in certain prescribed circumstances).
- Income Support.
- Job Seekers Allowance (Income Based).
- Child Tax Credit, provided that Working Tax Credit is not also received and the family's income as assessed by HMRC does not exceed certain limits.
- Support under part VI of the Immigration & Asylum Act 1999.
- The 'Guaranteed Element' of Pension Credit.
- The Headteacher and Governing Board may remit, in full or part, charges in respect of a student if it is felt reasonable in the circumstances.

When arranging a chargeable activity such parents/carers are invited to apply in confidence for the remission of charges in full or in part.



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