



Charging and Remissions Policy

We Care • We Challenge • We Commit

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Mission

To promote a culture of educational excellence, kindness and respect within our school and wider community. Where pupils and staff care about learning and each other, are committed to being their best and together confidently challenge barriers to learning. This is underpinned by our values; We Care, We Challenge, We Commit and our Fundamental British Values.

We Care – Being a responsible citizen in Fulwood and our wider community

- We are approachable, caring and inclusive
- We **respect** one another and show kindness to all
- We make the right choices even in difficult circumstances
- We speak politely and use our manners
- We are responsible for our own physical and mental well-being and support others
- We help other pupils, teachers and other adults where we can
- We show **tolerance** for other faiths and religions and speak up for causes such as anti-bullying, equality and the environment
- We take part in charity events and volunteering in our community

We Challenge – Working together for excellence

- We challenge ourselves to be the best we can be
- We take opportunities to help each other in our studies
- We understand the need for **democracy** and take part in school campaigns, debate and events
- We take time to find out about each other and our interests
- We own up to our mistakes and accept any consequences
- We show resilience when we find tasks hard
- We use our **individual liberty** wisely and recognise that the actions of individuals and small groups can create great change
- We rise to a challenge

We Commit - Aspiring to be our best

- We are organised, efficient and set high expectations for ourselves and others
- We work hard and take pride in our work
- We have excellent attendance and punctuality
- We have the highest standards and always wear the right uniform
- We work hard in lessons and complete homework
- We participate in extra-curricular activities
- We read every day
- We follow all school **rules and the Rules of Law**
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Charging and Remissions Policy

1 Introduction

- 1.1 The Trustee Board of the Dunstone Education Trust recognises the valuable contribution that the wide range of additional activities, including clubs, out of school trips, residentials and experiences of other environments, can make towards pupils' all round educational experience and their personal and social development. (Throughout this policy, the term "parents" means all those having parental responsibility for a child.)
- 1.2 In our academy, responsibility for approving the charging and remissions policy has been delegated to the Resources Committee of the Trustee Board.
- 1.3 The Principal is responsible for ensuring staff are familiar with the charging and remissions policy, and that it is being applied consistently.

2 Charging

- 2.1 The Trustee Board reserves the right to make a charge in the following circumstances for activities organised by the academy:
- i *School trips and residentials in academy time:* the board and lodging element of the residential experience and outdoor pursuit courses;
 - ii *Activities outside academy hours:* the full cost for each pupil of journeys, trips and overnight stays in the United Kingdom and abroad which take place at weekends and during holidays, which are deemed to be optional extras;
 - iii *Materials:* the cost of materials or ingredients for design and technology and food technology, if parents have indicated in advance that they wish to own the final product;
 - iv *Acts of vandalism and negligence:* the Trustee Board reserves the right to recover part, or the whole cost, of damage to buildings or equipment which is the result of vandalism or negligence by a pupil;
 - v *Examination fees:* if a pupil has not regularly attended the lessons for a particular examination subject, the examination fee may be requested, refundable if the pupil attends for examination.

If, without a medical certificate explaining the reason, a pupil fails to complete examination requirements for any public examination for which the Academy has paid an entry fee, the Governing Body may seek to recover the fee from the parent.

There may be a charge for examination entry where there is a request from the parent for additional subject entries to be made which are not supported by the Academy.

- vi *Individual Instrumental Tuition*: The cost to the pupil providing any instrumental tuition not part of normal Academy provision.

3 Remissions

- 3.1 Where the parent of a pupil is in receipt of qualifying state benefit(s) (see below), the Trustee Board will remit in full the cost of board and lodging for any residential activity that is organised for the pupil and which takes place within academy time. This will also be the case where the residential activity forms part of the syllabus for a public examination.

Qualifying State Benefits

- Universal credit in prescribed circumstances
 - Income Support
 - Income Based Jobseekers Allowance
 - Support under part VI of the Immigration and Asylum Act 1999
 - Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed £16,190
 - The guarantee element of State Pension Credit
 - An income related employment and support allowance that was introduced on 27 October 2008
- 3.2 In some circumstances the academy may not charge for items or activities set out in sections of this policy above. This will be at the discretion of the Trustee board and will depend on the activity in question. The Governing Body invites parents to apply, in the strictest confidence, for the remission of charges in part or in full. The Principal will authorise remission in consultation with the Chair of Governors.

4 Insurance

- 4.1 Any insurance costs will be included in charges made for trips or activities.

5 Voluntary contributions

- 5.1 Nothing in this policy statement precludes the Trustee Board from inviting parents to make voluntary contributions. The Governing Body should make clear that such contributions are voluntary, that children of parents who do not contribute will not be discriminated against, and that if insufficient contributions are received the trip may be cancelled.

6 Review of this Policy

- 6.1 This policy will be reviewed every three years or sooner as necessary due to any changes in relevant legislation or procedures.

This policy will supersede any previous Charging & Remissions policy in place at The Dunstone Education Trust