



Rise Park
Academy Trust

Charges & Remissions Policy 2018/19

Signed: *Carolyn Fox*..... Executive Headteacher

Date: 9.10.18.

Signed: *Denis Stevens*..... Chair, Board of Directors

Date: 9.10.18.

This Policy will be reviewed on an annual basis

1/. Background

Rise Park Academy Trust's Board of Directors recognise the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education.

The Board of Directors aim to promote and provide such activities both as part of a broad and balanced curriculum for pupils and as additional optional activities.

2/. Context

The law states that statutory education provided during Academy hours must be free of charge. However, legislation provides academies with the discretion to charge for optional extras (provided wholly or mainly out of Academy hours) and to invite voluntary contributions for the benefit of the Academy or in support of any activity organised by the Academy (whether during or outside Academy hours).

The Academy will always take particular account of pupils whose families are suffering financial hardship. No pupil will be left out of an activity because their parents/carers cannot or will not make a contribution of any kind.

3/. Aims

To make Academy activities accessible to pupils regardless of family income.

To provide a process that allows activities to take place at a reasonable cost to parents/carers but acknowledges the cost of such activities to the Academy.

4/. Charges

Music Tuition

Parents pay peripatetic tutors directly for lessons within/after school hours.

Educational Visits

- The level of requested voluntary contribution for educational visits will be calculated on the net cost of transport, entrance fees and any accompanying literature / worksheets and insurance. Drivers will not be tipped. Class teachers will seek to enlist the help of volunteer parents (previously cleared by the Disclosure and Barring Service) to accompany trips.
- Costs will be apportioned to the number of children attending. If sufficient contributions are not received to cover the overall cost of the visit, the visit may be cancelled at the Executive Headteacher's discretion.
- Educational visits may be subsidised from Unrestricted Funds at the discretion of the Executive Headteacher.
- Refunds (less any irrecoverable expenditure) will be given if the visit is cancelled.
- In the event of non-attendance by a pupil the cost of transport is non-refundable but the entrance fee is refundable if this has not been paid in advance.

Residential visits

The full cost of board and lodging will be requested.

5/. Remissions

There will be no obligation for any parent to make a voluntary contribution towards the cost of Academy activities. Pupils will not be treated differently whether or not their parents/carers have made a contribution. The Board of Directors may wish to remit in full or in part the cost of activities for particular groups of parents/carers, for example, in the case of family hardship.

The Board of Directors have delegated full discretion and authorisation for such remissions to the Executive Headteacher.

6/. Voluntary Contributions

Voluntary contributions may be requested from parents/carers to cover the cost of activities such as:

- Ingredients or other materials required for use in the curriculum, which will be taken home when work with them has been completed or consumed by the pupil
- Entrance fees to places visited as part of the curriculum, and any associated travel costs.
- Additional clothing required for specific curriculum activities

7/. Breakages

Parents can be asked to pay for the cost of repairs to, or replacement of, Academy property (for example replacing a broken window or damaged IT equipment) where this is the result of a pupil's poor behaviour.

8/. PTA Fundraising

Rise Park Parent & Teacher Association (PTA) will not be requested to pay letting/hire charges where the principal purpose of an event/activity is fundraising or, where the event/activity is solely for the benefit/participation of current pupils.