



## ASTON TOWER MULTI-ACADEMY TRUST

### ASTON TOWER COMMUNITY PRIMARY SCHOOL

### CHARGES AND REMISSIONS POLICY

DATE	COMMITTEE	REVIEW DATE
14/3/22	Resources, Audit and Risk	March 2023
13/3/23	Resources, Audit and Risk	March 2024
11/03/2024	Resources, Audit and Risk	March 2025

## **RATIONALE**

The Trust Board of Aston Tower Community Primary School recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education.

The Trust Board aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

## **CONTEXT**

The law states that schools, subject to certain exceptions, may not charge for education provided during school hours including for materials, equipment and transport provided. No pupil may be left out of an activity because their parents cannot or will not make a contribution of any kind. However, schools are permitted to charge for other items and experiences provided to the pupils. Schools may also invite voluntary contributions to help support these provisions.

## **AIMS**

- To make school activities accessible to pupils regardless of family income.
- To provide a process which allows activities to take place at a minimum cost to parents, pupils and the school and:
- Which acknowledges the cost of such activities to the school's budget.

## **CHARGES**

The Trust Board reserves the right to make a charge in the following circumstances for activities organised by the school.

### **Residential Activities taking place largely during school hours#**

The full cost to each pupil of board and lodging. Parents have the right to claim free activities if they are in receipt of the following state benefits:

- Universal credit in prescribed circumstances (the government places to prescribe these circumstances when universal credit is fully rolled out).
- Income Support
- Income based Job Seekers Allowance (IBJSA)
- Support under section VI of the Immigration and Asylum Act 1996
- 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

- Working tax credit run-on – paid for four weeks after you stop qualifying for working tax credit
- The guarantee element for state pension credit
- An income-related employment and support allowance.

### **Activities outside School Hours**

The full cost to each pupil of all approved activities deemed to be optional extras that are not a necessary part of the national curriculum.

### **Individual Instrumental Tuition**

The full cost to the pupil for providing any instrument tuition if the cost is not an essential part of the national curriculum or examination syllabus.

### **REMISSIONS**

There will be no obligation for any parent to make a voluntary contribution towards the cost of school activities and to the School Fund. Pupils will not be treated differently whether or not their parents have made a contribution.

The Trust Board may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents will be invited in confidence for the remission of charges in full or in part. The Headteacher in consultation with the Chair of Trustees will make authorisation for such remission.

### **VOLUNTARY CONTRIBUTIONS**

Voluntary contributions may be requested from parents to cover the cost of the following activities:

Educational trips and visits either on or off site including transport hire and entrance fees.

### **GENERAL**

The Trust Board may from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the Trust Board from inviting parents to make a voluntary cost to towards the cost of additional activities, which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions.