

Kedington Primary Academy
Charging and Remissions Policy

Date Approved	
Signed	(Chair of Governors)
Minuted	
Date of Next Review	Autumn 2017

Introduction

The Whole Governing Body recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education. The Whole Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the Academy and as additional optional activities.

The Academy will encourage every child to participate fully in the curriculum and to contribute to all aspects of Academy life and so become a valued partner in the process of education.

We aim to provide a process which allows activities to take place at a minimum cost to parents and to encourage and promote external activities which give added value to the curriculum.

Educational Visits

No charges will normally be made for any educational visit which takes place substantially during school hours, whether or not it forms part of any prescribed syllabus or fulfill any statutory curriculum requirement.

The Whole Governing Body does however reserve the right to seek voluntary contributions for such visits. In no circumstances may the voluntary contribution exceed the actual cost per pupil. There is no obligation on the part of the parents to contribute to the cost of the activity, but if insufficient contributions are made and adequate financial support is not provided, the Academy reserves the right to cancel the activity.

Activities Outside School Hours

The full cost of every approved activity deemed to be an optional extra, taking place outside school hours, will be charged to each participating pupil.

Practical Subjects

The Whole Governing Body reserves the right to request an annual contribution to help to defray the cost of material or ingredients where the children are expected to retain any finished product.

Music Tuition

The Academy offers music tuition and the tuition provider will make a charge to individual pupils who receive instrumental tuition in school time from a visiting peripatetic tutor.

Remissions

Parent and carers who are in receipt of:

- Income Support;
- Income-based Jobseekers Allowance;
- Income-related Employment and Support Allowance;
- Support under Part VI of the Immigration and Asylum Act 1999;
- the guaranteed element of State Pension Credit;
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than the current qualifying figure);
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit;
- Universal Credit.

are eligible for remission of the board and lodging element of residential activities deemed to take place within school hours. Teachers will ensure that no child will be publicly identified or in any way stigmatised in the event of such remission.

Any parent or carer, whether or not in receipt of the specified benefits, who experiences difficulty in meeting any of the charges from the Academy, should, in the first instance, contact the Headteacher. All such approaches will be in confidence.