



David Ross Education Trust

Broadening Horizons

Charging and Remissions Policy



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1. Introduction



5.4.2. A charge will be made for optional extra activities provided outside School Hours that are not part of the national curriculum, or part of a syllabus for a prescribed public examination that the pupil is



instruments is available free of charge to pupils through the regional Music Education Hubs, which are operated by Arts Council England on behalf of the Department for Education.

5.7. Examinations

5.7.1. No charge will be made in respect of exam entry fees, including for examination re-sit(s) fees, for any prescribed public examination, if the registered pupil has been prepared for it at the academy, unless the pupil fails, without good reason, to meet any examination requirement for a syllabus, in which case a charge will be made to the pupil's parent or carer to recover the cost.

5.7.2. A charge will be made for examination entry fee(s) if the registered pupil has not been prepared for the examination(s) at the school and has been entered for the examination(s) at the specific request of the pupils' parent or carer.

5.8. Transport

5.8.1. No charge will be made for transporting registered pupils to or from an academy site, where the local education authority has a statutory obligation to provide transport.

5.8.2. No charge will be made for transporting registered pupils to other premises where the Trust Board, local governing body or local authority has arranged for such pupils to be educated.

5.8.3. No charge will be made for transport that enables a pupil to meet an examination requirement when they have been prepared for that examination at the academy.

5.8.4. No charge will be made for transport provided in connection with an educational visit, or a non-educational visit during SNowiforot4t to e or u4 (r)-1.8 89 (b)-.7 (i)m.492 0 Tdeeduc 89 (b0.6 (r)-1.7 (a)-2.9 (n)



period if a pupil or their parent / carer has forgotten to top-up their account. Any over-spend on a pupil's account must be repaid to the Trust as soon as possible.

- For pupils in Years 7-13 who are eligible for free School Lunches, a daily allowance will be credited to their account which will be able to be redeemed against purchases from the school catering service. If the daily allowance is not used in full or in part, no cash alternative will be offered. The value of the daily allowance will be determined by the Chief Finance Officer and reviewed per e t28 (i)-0.6 -0.6 (f) 0.5.1 (e)n, (w)-0..4 (e)0.7n(e)0.0.003 Tw od teOf.7 (-)(o)-3 (p)TJ0h0.00

5.12.7. All boarding charges must be paid to the Trust in Pound sterling.

5.13. Nursery Fees

5.13.1. Where the Trust operates a nursery provision, a charge will be made to the parent or carer of any child who registers their child to attend sessions at the nursery. Each nursery setting will display their fees on their academy website.

5.13.2. Nursery fees must be paid in advance of the child attending the setting. No discount will be offered for early payment, for example if parents or carers choose to pay annually in advance.

5.13.3. If a child is entitled to 15 hours per week (for 38 weeks per year) or 30 hours per week (for 38 weeks per year) of free childcare, per the relevant government schemes, a corresponding deduction will be made from the fees charged, once the pupil's eligibility has been confirmed by the relevant Local Authority, following receipt of the required evidence of eligibility from parents or carers.

- Parents or carers are responsible for providing all the necessary evidence and taking all the necessary steps required, in order to prove or claim their entitlement to free childcare, in accordance with the rules set out by the government. This includes provision of their 11-digit eligibility code and National Insurance number to the academy office, where applicable, and if applicable, re-confirmation of their continued eligibility every 3 months. If parents or carers do not provide the necessary information, they will not be eligible for the fee deduction.

5.13.4. Fees will be set termly, with the fees for the following term being communicated prior to the end of the preceding term. Fee rates must be approved by the Trust's Chief Finance Officer.

5.13.5. In accordance with HMRC rules, nursery fees are not chargeable to VAT.

5.14. Voluntary contributions

5.14.1. The Trust may ask for voluntary contributions for the benefit of an academy or the Trust generally, or to contribute towards funding any specific school activities or equipment.

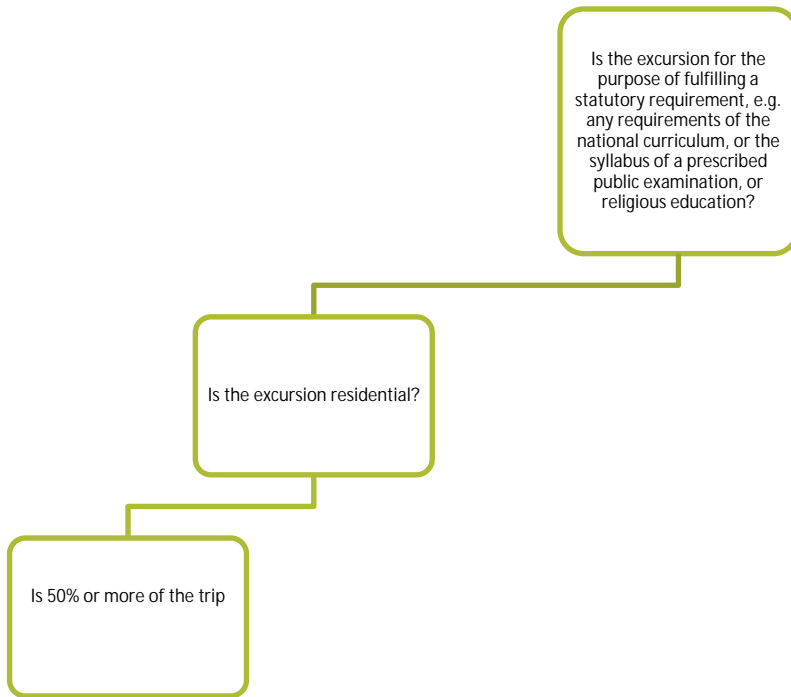
5.14.2. Regarding requests for voluntary contributions:

- If a particular educational visit or activity cannot be afforded without sufficient voluntary contributions, this must be made clear to parents and carers at the outset and the visit or activity must not take place if the required contribution threshold is not reached, and the activity is not to take place.



- A voluntary contribution amount may be suggested for each activity. The Principal of each academy is responsible for authorising any such amount.
- If an academy wishes to apply a non-

Appendix 1: Visits and Trips Charging Policy Flow Diagram





Appendix 2: Eligibility for Category A Remissions

Parents/carers will be eligible for full Category A Remissions if they can prove they are in receipt any of the following:

- Income Support (IS)
- income-based Jobseeker's Allowance (IBJSA)
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit)
- Working Tax Credit
- Universal Credit

Children who get paid these benefits directly, instead of through a parent or guardian, will also be eligible for full Category A Remissions.

Appendix 3: Local Academy Addendums

Academy	Activity or item that is chargeable	Remission criteria and remission offered
TBC	TBC	TBC
TBC	TBC	TBC

Eligibility for any further Categories of Remission Criteria

Eligibility Category	Eligibility Criteria
B	TBC
C	TBC