

# Charging, Remissions & Refunds Policy

The Trust or Governing Body may not charge for anything unless they have drawn up a statement or general policy on charging. The Governing Body's policy may be more or less generous than the Trust's, as long as it meets the requirements of the law.

In general, no charge can be made for admitting pupils to academy trust schools. Where education is provided wholly or mainly during school hours, it must be free. However, the school may charge for activities outside of school hours where these are not a necessary part of the national curriculum.

## Voluntary Contributions

The Headteacher or Governing Body may ask parents for a voluntary contribution towards the cost of:

- any activity which takes place during school hours;
- school equipment;
- school visits and events;
- school funds generally.

The contribution must be genuinely voluntary, though, and the pupils of parents who are unable or unwilling to contribute will not be discriminated against. Where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then it will be cancelled.

## Breakfast Club

The school runs a Breakfast Club from 07.45 to 08.40 each day. The daily charge for the Breakfast Club ranges from £1.50 - £3.50 per day, although there is a slightly reduced charge for siblings.

## After-School Activities.

The school runs various clubs and activities after school, these clubs are run by teaching staff. The school charges varying prices for the clubs depending on the nature of the club. Clubs prices are indicated on the web-based sign up system. Additional after school clubs, run by external companies also take place on site and are charged separately.

## Remissions

The Governing Body charging policy is referred to in the school brochure. Broadly, schools cannot demand payments for trips etc. which occur in school time. However, if money is not forthcoming or there are family hardships, this can be discussed with the Head who is authorised to waive all or part payment.