



**The  
Blyth  
Academy**

# Charging and Remission Policy

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## CHARGING AND REMISSION POLICY

<b>Academy Name:</b> The Blyth Academy
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<b>Person(s) responsible for Implementation and Monitoring:</b> NET Finance
<b>Author:</b>
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<b>Other relevant policies:</b> Pupil Premium Policy

**We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.**

## **Charging and Remission Policy**

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## Charging and Remission Policy

### Introduction

The Governing Body acknowledges the right of every registered student to receive free education and understands that curriculum activities offered during normal teaching time must be made available to all students regardless of their parents'/carers ability or willingness to pay. They also recognise the valuable contribution that a wide range of additional activities can make towards students' education and aims to provide such activities as part of a broad and balanced curriculum. The Governing Body therefore reserves the right to levy charges for the following activities arranged by the academy, which will not exceed the actual cost of the activity.

It should be noted that where a charge is to be made and the parent/carer can not afford the fees then an application for pupil premium will be made and assessed using the policy guidelines.

### “Optional Extra” activities outside academy hours

The full cost for activities including residential visits, which take place out of academy hours may be charged to parents/carers provided that they are not a necessary part of the National Curriculum. In fixing the charge the academy may take account of the costs for travel, lodging for supervisory staff, and associated supply cover.

### Residential visits partly or fully during academy hours

A charge can be made for board and lodging on residential visits/activities but parents/carers who qualify for any of the prescribed benefits listed below are entitled to a **remission** of the charges:

- Income Support
- Earnings Support Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, where the parent is not entitled to Working Tax Credit and whose annual income (as assessed by the Inland Revenue) does not exceed the statutory maximum amount.

Where activities are organised and charged by a third party e.g. independent tour operator, the academy may provide for full or partial remission of charges.

### Music

If students make use of an instrument provided by the academy or the Trust, a charge may be made in respect of the maintenance of the instrument in accordance with the published scale of charges. A charge may also be made in respect of the cost of tuition if this is not an essential part of the National Curriculum or public exam syllabus.

### Materials for practical lessons

Voluntary contributions or provision of goods in kind may be requested from parents/carers for materials for practical lessons (CDT, Food Technology or other subject areas as the Governing Body may from time to time determine), if parents indicate in advance a wish to own the finished product.

### **Visits in support of the curriculum which are desirable but not essential**

The Governing Body recognises that the academy may wish to offer opportunities for students to broaden the range of experience in connection with certain curriculum areas during academy hours. Such opportunities might comprise an educational visit to an historic site, a theatre visit; work in an art gallery or museum, or use of swimming pools. If 50% or more of the time spent on the activity occurs during academy hours it is deemed to take place during academy hours. Time spent on travel counts in this calculation if the travel itself occurs during academy hours. Academy hours do not include the break in the middle of the day.

The Governing Body's policy is to encourage the academy to work jointly with parents/carers in this respect, and invite voluntary contributions from parents/carers, either generally to academy funds or specifically for certain activities, in accordance with section 460 of the 1996 Act.

In encouraging such co-operation the Governing Body is anxious to ensure that parents are made aware that any such contributions are voluntary and that students will not be treated differently according to whether or not their parents have made any contribution.

The Governing Body recognises that the viability of visits in support of the curriculum, which are desirable but not essential, depends upon the level of voluntary financial support received from parents and delegates to the Principal responsibility for decisions in relation to the viability of such visits.

### **Examination fees**

No fee will be charged by the Governing Body for any prescribed public examination for which the academy has prepared students.

The Governing Body may levy a charge if a student is entered for an examination for which he/she has not been prepared by the academy.

The Governing Body may make use of the provisions of section 453 of the 1996 Act, for the Governing Body to reclaim the cost of wasted examination fees from parents/carers.

The Governing Body may charge a fee for the re-sitting of an examination.

The Governing Body may, from time to time, review and amend the categories of activity for which charges can be made.