

drb Ignite Multi Academy Trust

Charging and Remissions Policy

drb Ignite Multi Academy Trust Vision Statement _____

The drb Ignite Multi Academy Trust has been established through a shared belief that lives can be transformed by what goes on in schools. We believe that the process of teaching and learning shapes futures. To this end our vision is to give every child learning experiences that excite them and give them the power to begin to shape their own lives.

Our vision:

all pupils achieve the highest standard of educational outcomes regardless of circumstances or background.

Rationale _____

Ideally the Trust and its schools would like to make no charge to parents or pupils for activities that are relevant to educational provision. However, school budget constraints force schools to make charges for certain activities. This Policy outlines the Trust's position.

In line with the Trust's Pupil Guarantees, the Trust recognises the valuable contribution that additional activities, including clubs, trips, residential and experiences of other environments make towards pupils' all-round educational experience and their personal and social development.

In order to promote and provide as broad a range of such activities as possible for the benefit of all pupils, the Trust and its schools reserve the right to make a charge for certain activities.

Policy _____

Charging

The Trust and its schools reserve the right to make a charge in the following circumstances for activities organised by the school:

- **school trips and residential in school time** e.g. day trips, the board and lodging element of residential experiences and outdoor pursuit courses
- **activities outside school hours:** the full cost for each pupil of journeys, trips and overnight stays
- **materials** - the cost of materials or ingredients e.g. for art, design and technology and food technology
- **acts of vandalism and negligence** – the Trust and its schools reserve the right to recover part, or the whole cost, of damage to buildings or equipment which is the result of vandalism or negligence by a pupil.

Remissions

Where the parent of a pupil is in receipt of qualifying state benefit(s), Trust Schools will remit in full the cost of board and lodging for any residential activity that is organised for the pupil and which takes place within school time.

Trust schools may remit charges in full or in part to other parents after considering other specific hardship cases. Trust schools invite parents to apply, in the strictest confidence, for the remission of charges in part or in full. Headteachers will authorise remission in consultation with the Trust as appropriate.


Insurance

Any insurance costs will be included in charges made for trips or activities.

Voluntary contributions

Nothing in this Policy precludes the Trust and its schools from inviting parents to make voluntary contributions. Schools should make clear that such contributions are voluntary and that children of parents who do not contribute will not be discriminated against. If insufficient contributions are received the Trust and its schools reserve the right to cancel the trip.

Monitor & Review

Monitoring and review	Finance Committee
Links	Academies Financial Handbook Pupil Premium statement of expenditure
Staff responsible	Headteachers of all Trust schools Chief Financial Officer
Committee responsible	Trust Board
Date approved	February 2020
Reviewed	February 2020
Next review	February 2022
Sign off by Chair of Trust	 Date: February 2020

*Please note that should there be any changes/further national guidance issued relevant to this policy, it will be updated accordingly prior to the review date shown above and referred to the next Trust Board meeting.

Change Management

Issue No.:	Change date:	Change description:
1.0	Nov'17	Initial release
2.0	Aug'18	Rebranded
2.0	Nov'18	Signed off and released
3.0	Feb'20	Full review and sign off