



CHARGING AND REMISSIONS POLICY 2023-2024

MAT Board Approval:	November 2020
Last Review:	November 2023
Next Review:	Autumn 2024
Member of Staff Responsible:	Mrs Claire Rushton

Our Vision

'To Love, To Learn, To Serve' sums up the DoWMAT's vision for those who come together to create the MAT, enabling all to flourish both as individuals and in community with each other; living life in all its fullness (John 10:10).

Our Values

To Love

The New Testament sums up the entire law as a call to “love your neighbour as yourself” (Galatians 5:14). The Bible teaches that we are only able to love because God first loved us (1 John 4:10). This love is expected to characterise the way in which the DoWMAT operates, makes decisions, builds relationships, and carries out its day-to-day business: each person putting the needs of others before their own, with a commitment to the flourishing of all. The exposition of love in 1 Corinthians 13 reminds us that love is patient, kind, forgiving, generous, humble, trusting, respectful, hopeful, resilient and enduring. Those who learn and work in the DoWMAT, and all who come into contact with it, can expect to experience that love in the way that they are treated.



To Learn



The DoWMAT is a Christian learning community that is committed to enabling all to live a life of freedom and transformation as a result of the hope and wisdom that learning brings. Learning is at the heart of the Church of England’s vision for and commitment to education. Growing in wisdom is celebrated in the Bible and all are exhorted to listen, to seek guidance, to acquire knowledge and to learn discretion (Proverbs 1: 1-6), largely through human relationships and interactions. Jesus’ teaching, as summed up in the Beatitudes (Matthew 5:3-10), describes human beings who are learning to live a life that is characterised by humility, compassion, mercy, righteousness and peace. The learning that takes place within the DoWMAT is expected to be recognisably rooted in these godly characteristics and focused upon enabling the holistic development of people who are made in the image of God.

To Serve

Service and servant leadership, was a striking feature of the way in which Jesus lived his life. The example he gave to his disciples in washing their feet (John 13:1-17) provides us with a role model for the way in which we should seek to live in community with others. Putting the needs of others before our own, supporting people in their growth and development as holistic human beings, enabling people’s gifts and talents to come to the fore as a result of our service to them are all defining characteristics of the way in which the DoWMAT operates. In serving others and meeting their needs through generosity of spirit, we manifest God’s grace and love for others (1 Peter 4:8-11).



These core values underpin all aspects of our Trust as we strive to make a positive difference to the lives of all DoWMAT pupils whilst they are at school and in later life. Through these values, we can be sure our community is one of hope; a place of transformation and trust, where all are treated with respect and dignity.

OUTSTANDING PROFESSIONALS | COLLABORATIVE PARTNERSHIPS | STRONG SYSTEMS | CONFIDENT LEARNERS

1. INTRODUCTION

Sections 449-462 of the Education Act 1996 sets out the law on charging for school activities in schools maintained by local authorities in England. Academies are required through their funding agreement to comply with the law on charging for school activities.

The principal circumstances in which charging is permissible under the Education Act 1996 are as follows:

School governing bodies and local authorities, **cannot** charge for:

- An admission application to any state funded school- paragraph 1.9 (n) of the 'School Admissions Code 2012' rules out requests for financial contributions as any part of the admissions process;
- Education provided during school hours (including the supply of any materials, books, instruments or other equipment);
- Education provided outside school hours if it is part of the national curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education;
- Instrumental or vocal tuition, for pupils learning individually or in groups, unless the tuition is provided at the request of the pupil's parent;
- Entry for a prescribed public examination, if the pupil has been prepared for it at the school; and
- Examination re-sit(s) if the pupil is being prepared for the re-sit(s) at the school.

Schools and local authorities **can** charge for:

- Any materials, books, instruments, or equipment, where the child's parent wishes him/her to own them;
- Optional extras;
- Music and vocal tuition, in limited circumstances;
- Certain early years provision;
- Community facilities.

Charges may be made for some activities that are known as 'optional extras'. Where an optional extra is being provided, a charge can be made for providing materials, books, instruments, or equipment.

Optional extras are:

- Education provided outside of school time that is not:
 - a) Part of the national curriculum;
 - b) Part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school; or
 - c) Part of religious education.

- Examination entry fee(s) if the registered pupil has not been prepared for the examination(s) at the school;
- Transport (other than transport that is required to take the pupil to school or to other premises where the local authority/governing body have arranged for the pupil to be provided with education);
- Board and lodging for a pupil on a residential visit.

In calculating the cost of optional extras an amount may be included in relation to:

- Any materials, books, instruments, or equipment provided in connection with the optional extra;
- The cost of buildings and accommodation;
- Non-teaching staff;
- Teaching staff engaged under contracts for services purely to provide an optional extra, this includes supply teachers engaged specifically to provide the optional extra; and
- The cost, or an appropriate proportion of the costs, for teaching staff employed to provide tuition in playing a musical instrument, or vocal tuition, where the tuition is an optional extra.

2. SCHOOL TRIPS

Residential (Essential) – For residential trips which are essential to the National Curriculum or are in preparation for accredited examinations, a charge may be levied for board and lodging.

Residential (Non-essential) – For residential trips which are not essential to the National Curriculum in which the majority of the trip takes place out of school hours, a charge will be levied up to the full cost of the trip.

3. MATERIALS, BOOKS, INSTRUMENTS, EQUIPMENT

Any materials, books, instruments, or equipment, where the pupil or parent wishes him/her to own them, a charge may be levied for the cost of the materials used.

4. MUSIC TUITION

Each Local Academy Board (LAB) reserves the right to levy charges in respect of individual and group music tuition, if the teaching is not an essential part of either the national curriculum or an accredited qualification syllabus being followed by the pupil.

5. ACTIVITIES OUTSIDE SCHOOL HOURS

No charge will be made for activities outside school hours that are part of the national curriculum, or that form an essential part of the syllabus for an accredited qualification.

If a pupil is prepared outside school hours for an examination that is not set out in regulations, a charge will be levied for tuition and other costs.

For all other activities outside school hours, the Local Academy Board reserves the right to charge up to the cost of the activity.

6. DAMAGE / LOSS TO PROPERTY

The LAB reserves the right to levy a charge in respect of wilful damage, neglect or loss of Academy property and/or third party property (including premises, furniture, equipment, books or materials), the charge to be the cost of replacement or repair, or such lower cost as the Headteacher may decide.

7. VOLUNTARY CONTRIBUTIONS

Where the Academy cannot levy charges, and it is not possible to make these additional activities within the resources ordinarily available to the Academy, the Academy may request or invite parents to make a contribution towards the cost of the activity. Pupils will not be treated differently according to whether or not their parents have made any contribution in response to the request or invitation. However, where there are not enough voluntary contributions to make the activity possible, then it will be cancelled.

8. LETTINGS

Refer to the Academy's Lettings Policy and the scale of charges determined annually by the Finance and Audit Committee.

9. REMISSIONS

If a pupil attracts an element of the Pupil Premium Grant the LAB reserves the right to remit charges in respect of the pupil, if it feels it is reasonable in the circumstances, in the following matters:

- a) Music tuition
- b) Residential cost of trips
- c) Educational resources
- d) Educational trips, including rewards trips
- e) Uniform

The extent of remission will be decided by the Headteacher and Chair of Governors.

**Reviewed by F&A Committee – 06.12.2022*

**Reviewed by F&A Committee -28.11.2023*