

Charging and Remissions Policy

St Aidan's CE Academy



Updated: January 2026
Review Date: January 2027

Charging and Remissions Policy

Statement

The governing body of St Aidan's CE Academy recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education.

The governing body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

During the school day all activities that are a necessary part of the National Curriculum plus religious education will be provided free of charge. This includes any materials, equipment and transport to take pupils between the school and the activity. It excludes charges made for teaching an individual pupil or groups of up to four pupils to play a musical instrument. Unless the teaching is an essential part of the National Curriculum.

Voluntary contributions may be sought for activities during the school day which entail additional costs. In these circumstances no pupil will be prevented from participating because his/her parents cannot or will not make a contribution. [If insufficient funds are available, it may be necessary to curtail or cancel activities]

Charges

The governing body reserves the right to make charges under the following circumstances for activities organised by school:

- **School Journeys in School Hours**

The board and lodging element of approved residential activities deemed to take place in school hours.

- **Activities Outside School Hours**

The full cost to each pupil of all approved activities deemed to be optional extras taking place outside school hours.

- **Individual Instrumental Tuition**

The cost to the pupil for providing any instrumental tuition is not part of normal LEA peripatetic provision.

- **Charging in Kind**

The cost of materials, ingredients, equipment (or the provision of them by parents) for the following subjects: CDT, Science, Art/Craft. The governing body reserves the right to charge for materials and ingredients or require for them to be provided if the parents have indicated in advance that they wish to own the finished product.

General

The governing body may, from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the governing body from inviting parents to make a Voluntary Contribution towards the cost of additional activities which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions.

Remissions

Where the parents of a pupil are in receipt of eligible benefits, the governing body will offer to remit in full the cost of full board and lodging for any residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the National Curriculum.

Eligible benefits

Income Support

Income-based Jobseeker's Allowance

Support under part VI of the Immigration and Asylum Act 1999

Child Tax Credit (providing that they do not also receive Working Tax Credit and have an annual income, assessed by HM Revenue and Customs, which does not exceed £16190)

The guarantee element of State Pension Credit

An income-related employment and support allowance that was introduced on 27th October 2008.

The governing body may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents may approach the school in confidence for the remission of charges to be made in full or in part. Authorisation for such remission will be made by the Headteacher in consultation with the Chair of Governors.

Calculating charges

When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating. There will be no levy on those who can pay to support those who can't or won't. Support for cases of hardship will come through voluntary contributions and fundraising.

Parents who would qualify for support are those who are in receipt of eligible benefits.

The principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents

Music Tuition

In cases of hardship the governors will consider in their absolute discretion the remission of fees (either in full or in part) for those pupils who they consider will benefit from such tuition.