



# Charging & Remissions Policy

*Date: September 2017*

*Review Date: September 2018*

## **Introduction**

1. Durand Academy and the Governing Body recognizes the valuable contribution that the wide range of additional activities, including clubs, out of school trips, residential and experiences of other environments, can make towards pupils' all round educational experience and their personal and social development. (Throughout this policy, the term "parents" means all those having parental responsibility for a child)

## **Charging**

Durand Academy and the Governing Body reserves the right to make a charge in the following circumstances for activities organised by the school:

- School trips and residential in school time: the board and lodging element of the residential experience and outdoor pursuit courses;
- Activities outside school hours: the full cost for each pupil of journeys, trips and overnight stays in the United Kingdom and abroad which take place at weekends and during holidays, which are deemed to be optional extras;
- Materials: the cost of materials or ingredients for design and food technology, if parents have indicated in advance that they wish to own the final product;
- Acts of vandalism and negligence: Durand Academy and the Governing Body reserves 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), Durand Academy and the Governing Body may remit in part or 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. This will also be the case where the residential activity forms part of the syllabus for a public examination.
- Durand Academy and the Governing Body may remit charges in part or in full to other parents after considering other specific hardship cases. Durand Academy invites parents to apply, in the strictest confidence, for the remission of charges in part or in full. The Headteacher will authorise remission in consultation with the Chair of Governors.



## **Insurance**

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

## **Voluntary contributions**

Nothing in this policy statement precludes Durand Academy and the Governing Body from inviting parents to make voluntary contributions

## **Monitoring, Evaluation and Review**

The Governing Body will review this policy at least every two years and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the academy.