

# Attenborough Learning Trust

## Charging Policy

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### Introduction

This charging policy has been compiled in line with DfES requirements and in accordance with s457 of the Education Act, 1996.

### School Trips

**Day Trips.** No charge will be levied in respect of day trips that take place during school hours or are part of the curriculum. (but also refer voluntary contributions).

**Residential trips – Essential.** For residential trips which are part of the National Curriculum, a charge will be levied for board and lodging. A reduction in cost will be offered to families in receipt of determined benefits.

### Music Tuition

Music tuition is provided by the school and is free of charge.

### Activities Outside School Hours

No charge will be made for activities outside school hours that are part of the National Curriculum .

### Damage/Loss to Property

A charge will be levied in respect of wilful damage, neglect or loss of school 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.

A charge will be levied in respect of wilful damage, neglect or loss of property (including premises, furniture, equipment, books or materials) belonging to a third party, where the cost has been recharged to the school. The charge to be the cost of replacement or repair, or such lower cost as the Headteacher may decide.

### Voluntary Contributions

Where the school cannot levy charges, and it is not possible to make these additional activities within the resources ordinarily available to the school, the school may request or invite parents to make a contribution towards the cost of the trip. 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.

### Lettings

The school will make its facilities available to outside users at a charge of at least the cost of providing the facilities. The scale of charges is set by the Local Authority.

### Other charges

The Headteacher, Finance Committee or Governing Body may levy charges for miscellaneous services up to the cost of providing such services e.g. for providing a copy of an OFSTED report.

### Remissions Policy

If the parent/guardian of a pupil is in receipt of income support, income based jobseekers' allowance, support under part VI of the Immigration and Asylum Act 1999; or Child tax credit (providing that they do not also receive Working Tax Credit and have an annual income, assessed by the Inland Revenue, that does not exceed the threshold, charges in respect of board and lodging will be remitted in full. The Headteacher, Finance Committee or Governing Body may remit in full or part charges in respect of a pupil, if it feels it is reasonable in the circumstances.

The Headteacher, Finance Committee or Governing Body may decide not to levy charges in respect of a particular activity, if it feels it is reasonable in the circumstances.