



The Hill Trust

**BREDON HILL ACADEMY**  
**CHARGING AND REMISSIONS POLICY**

Review Deadline: Sept 2020

Author: CFO

Reviewer: Finance Directors

Audience: Public Website, Staff Share, Governors' Website

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 agreements to comply with this law.

The Board of Directors of the Trust have decided that until further notice its policy will be as follows:

1. No charge will be made for any activity provided within the normal school day, which for BHA means from 8.15 a.m. - 3.00 p.m., i.e. excluding the midday lunch break. For day visits occurring in school time, the school will ask for a voluntary contribution from parents. When an activity takes place outside school hours (e.g. an evening theatre visit, ice skating trip or foreign tour) a charge will be made to recover all costs. In all cases where a charge is to be made, parents will be notified in advance.
2. Music - students are charged for individual and small group instrumental tuition. A charge is made by the Academy or Severn Arts if the pupil needs to hire an instrument.
3. Residential Trips - A charge will be made to cover the full cost of the trip divided equally between the numbers of pupils participating in the trip.
4. In the case of practical subjects (like Design & Technology etc.) a charge may be made for the cost of materials if students/parents have indicated in advance that they want to keep the finished product.
5. Damages/Breakages etc. - Parents may be asked to meet the replacement costs of any books which are lost, defaced or damaged as a result of a student's behaviour. Similarly, they will be asked to meet a proportion of the cost of repairing any damage for which a student was responsible, e.g. broken windows.
6. Work experience/Community service - There is no requirement that the school meet the costs of pupils who travel direct from their home to an activity sanctioned (but not provided) by the Academy.
7. The extent of remission will be decided by the Headteacher and CEO.
8. Review - A review will take place annually.

### **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 parents to make a contribution towards the cost of the activity. Pupils will not be treated differently according to whether or not a contribution is made, however, if there are not enough voluntary contributions received to make the activity possible, then it will be cancelled.