MOSSBOURNE FEDERATION

Excellence, Unity and No Excuses.

CHARGING AND REMISSIONS POLICY

1. Admissions

There is no charge for admissions.

2. School meals

There is no charge for pupils who are entitled to free school meals or universal infant free school meals. Pupils who are not entitled to free school meals will be charged a set amount decided by the Principal and the Finance Committee. Currently the daily charge is £1.90

3. Public examinations

There is no charge for examinations that are part of the curriculum and on the Academy's set examinations list, where children have been prepared for the examinations by the Academy.

4. Activities that take place during Academy hours

There is no charge for activities during Academy hours with the exception of music tuition **(section 8)**.

We may charge for:

- Books and materials that the parent wishes the child to keep (the cost will be made clear to the parents before charge)
- Optional extras
- Transport during school hours to school-organised activities

5. Activities that take place outside of school hours (non-residential)

There is no charge for activities that take place outside of school hours when they are:

- Part of the set curriculum, including sports matches against other schools
- Part of the Academy's basic curriculum for religious education

6. Extended services

Mossbourne Parkside Academy is dedicated to providing a well-rounded and extensive education for our pupils which includes a wide range of extra-curricular activities (extended services). Extended services enable our Academy to provide:

- High-quality learning opportunities of the Academy day
- Ways of intervening early when children are at risk of poor outcomes, e.g. by providing access to breakfast club, parenting support or to more specialist services (such as health, social care or special educational needs services)
- Ways of increasing pupil engagement
- Ways of improving outcomes and reducing differences in outcomes between different groups of pupils.

No parent will be asked to subsidise others.

The Academy will charge for some extended services which are optional extras.

The cost of optional extras
The Principal will decide when it is necessary to charge for optional activities, and the levels of charge will be set annually by the Principal. The charges, when determined, will be published on the Academy's website and appended to this policy.
When 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
- Staff needed to run the club
- Staff engaged under contracts for services purely to provide an optional extra
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- The cost, or a proportion of the costs, for teaching staff employed to provide tuition in playing a musical instrument, where the tuition is an optional extra.

Participation in any optional extra activity will be on the basis of parental choice and a willingness to pay the charges. The Academy must have the agreement of parents before organising the provision of an optional extra where charges will be made.

7. Residential activities

Our school will not charge for:

- Education provided on any visit that takes place during school hours
- Education provided on any visit that takes place 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
- Travel costs where the residential activity is classed as being within school hours
- Residential activities that take place during school hours.

Our Academy will charge for:
Board and Lodging
When any visit has been organised by the school where there may be a cost for board and lodging, parents will be informed of this before the visit takes place. We will charge anything up to the full cost of board and lodging on residential visits, whether it is classified as taking place during school hours or not. The charge will not exceed the actual cost. **Parents who can prove they are in receipt of certain benefits may be exempt from paying this cost** (see **section 11** for more guidance on remissions).

Travel
Travel charges may apply when the residential activity takes place outside of Academy hours. The amount charged will be calculated to cover the unit cost per pupil. These charges may not apply to those pupils entitled to remissions, but no other pupils will be charged extra to cover those costs.

Activities
The school may charge for residential activities that fall **outside** of school hours **(see section 5)**.

8. Music tuition within school hours

Mossbourne Parkside Academy follows government legislation that states that all education provided during school hours must be free; however, music lessons are an exception to this rule.
Charges will be made if the teaching is **not** an essential part of either the National Curriculum. **The school will not charge if** the music tuition is part of the National Curriculum.

9. Damage to property and breakages

Where Academy property has been wilfully or recklessly damaged by a pupil or parent the Academy may charge those responsible for some or all of the cost of repair or replacement.
Where property belonging to a third party has been damaged by a pupil, and the Academy has been charged, the Academy may charge some or all of the cost to those responsible.
Whether or not these charges will be made will be decided by the Principal and dependent on the situation.

10. Remissions and concessions

The Academy will give consideration to the remission of charges to parents or carers who receive the following support payments:

- Income Support
- Income based Job-seekers Allowance
- Child Tax Credit (where the person is not receiving Working Tax Credit as well)
- Support under part VI of the Immigration and Asylum Act 1999
- Guaranteed Element of State Pension Credit
- Income related employment and support allowance

Children of families who receive these payments are also entitled to free school meals. Parents who are eligible for the remission of charges will be dealt with confidentially.
The Principal will authorise the remission of charges.
The Academy may choose to subsidise part or all of the payment of some charges for certain activities and pupils, and this will be determined by the Principal.

12. Voluntary contributions

The Academy may ask for voluntary contributions for general funds and/or to fund activities that will enrich our pupils' education.
In any case where an activity cannot be afforded without voluntary funding, this will be made clear to the parents by the Academy.

13. Inability or unwillingness to pay

Mossbourne Parkside Academy is committed to ensuring fair access and treatment of all pupils, and this means ensuring that no child is excluded from an activity because the parents or carers of that child are unwilling or unable to pay.
The identity of the child or parents of the child who did not want to make the payment, or could not make the payment, will not be disclosed under any circumstances.