



Charging and Remission Policy

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OUR MISSION

'I have come that they may have life and have it to the full' John 10:10

All Saints Academy ensures that every student is **well-educated**, prepared for the **future** and is able to **live life** to the full.

OUR VALUES

To achieve our mission, we have four core values:

- FAITH – putting Christian faith at the heart of every action and providing a safe environment and caring ethos for all
- FOUNDATIONS – creating strong foundations in learning, behaviour and success for all
- FAMILY – understanding the importance of family, the value of community and ensuring support for all
- FUTURES – preparing for bright futures shaped from excellent progress, achievement and choice for all

This policy and the associated procedures are based on these principles, aims and beliefs.

Introduction

A wide range of additional activities make a valuable contribution towards students' all round educational experience and their personal and social development.

Purpose

The purpose of the Charging and Remissions Policy is to clarify for parents, staff and students, which activities will be provided free of charge and which will require full or partial payment.

Procedure

Charging

We reserve the right to make a charge in the following circumstances:

- **Academy trips and residential programmes held in Academy time:** the board and lodging element of any residential or outdoor education programme.
- **Activities held outside Academy time:** the full cost for each student of journeys, trips and residential fees in the UK and abroad which take place at weekends and during holidays, where these are deemed to be optional extras.
- **Materials:** the cost of ingredients or raw materials used by students to make food or technology products where the product will be the property of the student.
- **Acts of vandalism or negligence:** part or all of the cost of repairs or replacement for loss or damage to buildings or equipment where this is the result of vandalism or negligence by one or more students.
- **Examination fees:** part or all of the cost of entry for an examination, either where the Academy considers the examination unsuitable for the student or where the student fails to complete all of the requirements for the examination without evidence of good reason, such as a medical certificate.

Any charge made for trips or activities will include insurance costs.

Remission

Where those having financial responsibility for a student receive qualifying benefit, we will remit the full cost of board and lodging for any residential activity which the student is required to attend and which takes place within Academy time or is required for their studies at the Academy.

On a case by case basis, we may remit charges in full or in part in response to a parental request on grounds of financial hardship where the request has the support of the Principal.

Voluntary Contributions

We may also organise activities during Academy time that are voluntary and collective and can only take place provided sufficient voluntary contributions are received by a particular

date. In this case, there will be no discrimination against those who have not made a voluntary contribution.

Resources

- A range of relevant claims forms are available in the finance office
- Costed additional activities should be linked to curriculum development plans