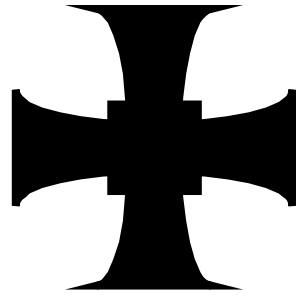


TRINITY SCHOOL



A CHURCH OF ENGLAND ACADEMY

CHARGES & REMISSIONS POLICY

F&GP Committee

Review: June 2015

Ratified by the full Governing Body: July 2015

Next review: June 2016

CHARGES & REMISSIONS POLICY

Note: *Trinity School is an Academy and where reference is made to school(s) this should be taken to refer to 'academy' in so far as the reference specifically applies to Trinity School.*

Introduction: The Purpose of this Policy is to ensure that, during the school day, all children have full and free access to a broad and balanced curriculum.

Educational Trips & Visits

We can charge for:

- Board and lodgings on any residential educational trip or visit, however the charge must not exceed the actual cost.
- Any optional trip or visit taking place in school holidays or mainly out of the school day

We cannot charge for:

- Education provided on any visit that takes place during school hours or outside school hours if it is part of the National Curriculum, or part of a syllabus or a prescribed public examination that the student is being prepared for at the school, or part of religious education. This means no charges can be made for the transport or activity.

Voluntary Contributions:

- We can ask for voluntary contributions for any part of an educational trip or visit, however it must be made clear to parents that if insufficient voluntary contributions are raised then the educational trip or visit may be cancelled.

Exemptions:

Parents who can prove they are in receipt of any of the following benefits will be exempt from paying board and lodgings on any residential trip or visit:-

- Income Support
- Free School Meals
- Income based jobseekers Allowance
- An income-related employment and support allowance
- Support under Part VI of the immigration and asylum act 1999
- Child tax credit, provided you **DO NOT RECEIVE WORKING TAX CREDIT, AND HAVE AN ANNUAL INCOME** (as assessed by HMRC) that does not exceed the specified amount
- The guarantee element of state pension credit

Music Tuition

Where students undertake peripatetic instrumental music tuition, a charge will be made for these activities. Students that have opted to take music at GCSE or A Level will receive free tuition for singing or 1 instrument.

Materials

A charge will be made for materials used in the school where the parent/carer or student will own the finished article incorporating those materials.

Exams

A charge will be made to recover the cost of the entry fee for a public examination where the student fails, without good reason, to meet any examination requirement for that syllabus or fails to attend for the examination. All re-sits will be charged.

Damage to School Property

If a student damages or does not return school property his/her parent/carer may be charged for the repair/replacement.