



Charging and Remissions Policy

Charging and Remissions Policy	Issue: 3	Page 0 of 5	Updated: 01/09/21	Updated by: KH
--------------------------------	----------	-------------	-------------------	----------------

Stone Soup Academy Charging and Remissions Policy

Table of Contents

1. Introduction
2. Charging
3. Remissions
4. Insurance
5. Voluntary Contributions
6. Freedom of Information Act
7. Charges for use of School facilities / Lettings
8. Other Charges
9. Monitoring, Evaluation and Review

Charging and Remissions Policy	Issue: 3	Page 1 of 5	Updated: 01/09/21	Updated by: KH
--------------------------------	----------	-------------	-------------------	----------------

1. Introduction

- 1.1 Stone Soup Academy recognises the valuable contribution that the wide range of additional activities including clubs, out of academy trips and residential experience of other environments, can make towards students' all round educational experience and their personal and social development.
- 1.2 No charge will be made for activities during academy hours that are part of the curriculum or religious education or that form an essential part of the syllabus for an approved examination.

2. Charging

- 2.1 Stone Soup Academy wants to see the curriculum enriched as far as possible for the benefit of all students. It recognises that whatever public funds and endowments are made available they will never be sufficient to fund all desirable activities at the required level.
- 2.2 The Governing Body therefore reserves the right to make a charge in the following circumstances for activities organised by the academy;
- 2.3 Academy trips and residential experiences in academy time - The board and lodging element of the residential experience and outdoor pursuit courses.
- 2.4 Activities outside academy hours - The full cost for each student of journeys, trips and overnight stays in the United Kingdom and abroad which take place at weekends and during holidays, which are deemed to be optional extras.
- 2.5 Materials - The cost of materials for products or ingredients in food products if parents/carers have indicated in advance that they wish to own the final product.
- 2.6 Acts of vandalism and negligence –The Governing Body reserves the right to recover part, or the whole cost, of damage to buildings or equipment which is the result of vandalism or negligence by a student.
- 2.7 Examination fees
 - 2.7.1 If a student has not regularly attended the lessons for a particular examination subject, the examination fee may be requested, refundable if the student attends for examination.

Charging and Remissions Policy	Issue: 3	Page 2 of 5	Updated: 01/09/21	Updated by: KH
--------------------------------	----------	-------------	-------------------	----------------

2.7.2 If, without a medical certificate explaining the reason, a student fails to complete examination requirements for any public examination for which the school has paid an entry fee, the Governing Body may seek to recover the fee from the parent.

2.7.3 There may be a charge for examination entry where there is a request from the parent for additional subject entries to be made which are not supported by the academy.

2.8 Music Tuition - In respect of individual music tuition and group music tuition up to and including persons if the teaching is not an essential of either the National Curriculum or a public examination syllabus. The cost of peripatetic instrumental instruction is subsidised by the academy.

3. Remissions

Stone Soup Academy acknowledges that many parents of students who are admitted to the academy may be in receipt of state benefits. We provide a curriculum way above and beyond normal mainstream provision, including trips, off-site visits, residential provision as well as counselling and mentoring.

As a result of the estimated cost of these items, no parents would be made to contribute funds as we see this as part of our unique provision. To this end all potential 'add on costs' will be factored into our fees at the commissioning and admission stage and will be agreed with any school/local authority that is sending students to our academy. As such, remission charges in the normal 'school sense' will not apply to Stone Soup Academy.

4. Insurance

4.1 Any insurance costs will be included in charges made for trips or activities.

5. Voluntary Contributions

5.1 Nothing in this policy statement precludes the Governing Body from inviting parents/carers to make voluntary contributions.

5.2 The Governing Body, however, is very clear that any contributions are voluntary; that children of parents/carers who do not contribute will not be discriminated against.

Charging and Remissions Policy	Issue: 3	Page 3 of 5	Updated: 01/09/21	Updated by: KH
--------------------------------	----------	-------------	-------------------	----------------

5.3 If a trip is dependent on voluntary contributions and if insufficient contributions are received the trip may be cancelled.

6. Freedom of Information Act

6.1 Single copies of the information covered by Stone Soup Academy publication scheme are provided free. However, the Governing Body reserves the right to make a charge;

- For multiple copies of information covered in the Freedom of Information Act 2000
- If a request involves a lot of photocopying or printing
- Where cost of postage is high

In these cases the individual will be informed of the likely cost before their request is complied with.

7. Charges for use of academy facilities / Lettings

7.1 A charge, at least the cost of providing the facilities, will normally be made for the use of Stone Soup Academy's accommodation and facilities (Lettings) and for all external work processing, copy-printing, design work, etc. Details are available from the Head of Operations.

8. Other Charges

8.1 Stone Soup Academy may levy charges for miscellaneous services up to the cost of providing such services, e.g. providing a copy of the Ofsted report.

9. Monitoring, Evaluation and Review

9.1 The Governing Body will review this policy at least annually and assess its implementation and effectiveness.

9.2 The policy will be promoted and implemented throughout the academy.

Charging and Remissions Policy	Issue: 3	Page 4 of 5	Updated: 01/09/21	Updated by: KH
--------------------------------	----------	-------------	-------------------	----------------