

Maiden Erlegh Trust

CHARGING AND REMISSIONS POLICY



MAIDEN ERLEGH
TRUST

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This policy is written in accordance with the Education Act 1996 and the Department for Education guidance *Charging for School Activities (October 2014)*.

1. Charging

It is the policy of Maiden Erlegh Trust to charge for the following areas of activity.

1. Board and lodging on any residential visit.
2. Charges will not be made for vocal or instrumental tuition if it is provided as part of the National Curriculum, part of a public examination syllabus, or as part of a looked-after child's education.
3. Activities that take place wholly or mainly outside school hours, but which are not provided as part of the syllabus for a prescribed public examination and are not required in order to fulfil statutory duties relating to the National Curriculum or to religious education.
4. The cost of entering a pupil for a public examination not prescribed in regulations, and for preparing the pupil for such an examination outside school hours.
5. Re-sits of prescribed public examinations where no further preparation has been provided by the school.

2. Voluntary Contributions

It is the policy of Maiden Erlegh Trust to ask for voluntary contributions for non-chargeable elements of residential trips, educational visits and field trips. In cases of family hardship parents may apply, in confidence, to the Headteacher for financial support. If sufficient voluntary contributions are not received, it is possible the activity will be cancelled.

3. Remissions

The Headteacher may also exercise discretion in remitting charges for families experiencing short-term hardship or other exceptional circumstances, even if they do not meet the formal eligibility criteria.

Families in receipt of any of the following may be eligible for remission of charges:

- Universal Credit – with an annual net earned income of £7,400 or less
- Income Support
- Income-based Jobseeker's Allowance
- Income related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of Pension Credit
- Child Tax Credit (provided not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on (paid for 4 weeks after stopping work)