

## TFCEPA Charging and Remissions Policy

**Version number VN3/02-2020**

**Follows DBAT Level 2 Charging & Remissions policy  
adopted July 2015.**

**This Policy is a level 4 policy**



**Level 4 - Powers and decisions fully delegated to local board**

**This policy is to be reviewed:**

**Annually**

**Drafted by: N Wilding - School Business Manager**

**By signing on physical paper copy, signatories give consent to digital signatures being added to digital documents.**

<b>Date approved / adopted by LB</b>	<b>10<sup>th</sup> February 2020</b>
<b>Review date</b>	<b>January 2021</b>
	<b>Signatures</b>
<b>School Principal</b>	
<b>Chair of Governors</b>	

**POLICY LEVELS**

**Level 1 - Powers and decisions reserved by DBAT Board**

**Level 2 - Powers and decisions delegated to local board but requiring DBAT Main Board approval**

**Level 3 - Powers and decisions delegated to local board but actions reported to DBAT Main Board approval**

**Level 4 - Powers and decisions fully delegated to local board**

**Level 5 - Powers and decisions fully delegated to Principal and actions reported to local board**

# **Tadpole Farm Church of England Primary Academy**

## **Charges and Remissions Policy**

The 1996 Education Reform Act requires governing bodies/Boards of schools to produce guidelines concerning charges for activities taking place in school.

All of the activities which are planned for your child at school are those which we consider to be important parts of his/her education. Particularly valuable are the day visits to places of educational interest in the local area, such as museums, historical sites or wildlife gardens. The school is not permitted to make charges for these visits, nor however, can it afford to pay for them from its own limited budget. The only way in which such educational opportunities can be financed is by inviting parents to make voluntary contributions to help meet the cost. All children will be eligible for such visits, regardless of whether their parents have contributed, but it should be understood that if sufficient funds are not available, it might be necessary to cancel planned activities.

Other activities such as Design and Technology and so on routinely take place in school as part of regular curricular work. There is no charge for these activities but the Local Board may charge for ingredients or materials, or require them to be provided, if parents indicate in advance that they wish to own the finished product.

The school pays for the cost of swimming but reserves the right to ask for voluntary contributions for the cost of transport.

The Local Board reserve the right to make a charge for individual instrumental tuition and board and lodging element of residential activities taking place within school hours, also optional visits, school clubs or activities occurring outside of school hours may be charged in full.

If breakages in school result from a deliberate or careless action, the Local Board will request an amount of money to cover the cost of a replacement.

Compulsory charges may be requested from the Local Board of TFCEPA for

- the replacement of broken windows or fittings, defaced or damaged books or any other damage or loss occurring as a result of pupils behaviour. TFCEPA is empowered by DBAT to recover this loss and resultant civil debt.
- unpaid charges legally recoverable will also be recouped, together with resultant costs, as a civil debt

Date: January 2020

Date for review: January 2021