



Name of policy	Charging and remissions
Date written	September 2025
Date of review	September 2027
SLT lead	Headteacher

Introduction

All education during academies hours is free. We do not charge for any activity undertaken as part of the National Curriculum.

Aim

The aim of this policy is to set out what charges will be levied for activities and the circumstances under which voluntary contributions will be requested from parents.

Responsibilities

The governing body is responsible for determining the content of the policy and the Principal for implementation. The Principal and Governing Body will consider any determinations with respect to individual parents jointly.

Publication

This policy will be available on the academies website.

Charges

1. **Residential Trips** – if the academy organise a residential trip in normal school time or mainly school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education. However, we do make a charge to cover the costs of the board and lodging and travel. If parents are experiencing financial difficulties, they are invited to write, in confidence, to the Principal. Also, parents in receipt of certain benefits, as identified in the current Government guidance, may also be entitled to reduced costs in line with the guidance.
2. **Music tuition** – All children study music as part of the normal curriculum; we do not charge for this. However there is a charge for individual or group music tuition if this is not part of the curriculum. We give parents information about additional music tuition at the start of each academic year.
3. **Activities outside of academies hours** – no charges are made for activities are outside of academy hours (optional extras) and are part of the curriculum. However, we may ask for a contribution towards the costs of the following:
 - a. Travel, board, lodging and day trip expenses on residential trips.
 - b. All instrumental and vocal tuition requested by parents and delivered by external specialist music tutors within school hours.
 - c. Costs related to the wilful breakage and loss of and/or damage to school property e.g. books and equipment.
 - d. Costs of day visits to places of interest and of value to the children including transport.
 - e. Transport on the school minibus will be charged as follows:
 - £1 per child for trips around Blackpool & Fylde Coast.
 - £2 per child for trips over ten miles.
 - An agreed charge for trips further afield e.g. greater than 20 miles
4. **Damage/loss to property** – in cases of wilful or malicious damage to equipment or breakages, or loss of academy books on loan to children, the Principal, in consultation with the Chair of Governors, may decide it is appropriate to make a charge. Each incident will be dealt with on its own merit and at their own discretion.
5. **Extra-curricular and academies clubs** – Clubs and activities provided by third parties will be chargeable. A small levy will also be made for academy run clubs each half-term, paid through the Parent Pay system.

6. **Lettings** – The academies, at their own discretion, will make certain facilities available to outside users at a charge laid down by Mulberry Multi Academy Trust.
7. **Other charges** – Mulberry Multi Academy Trust may levy charges for miscellaneous services up to the cost of providing such services, e.g. photocopying.

Voluntary contributions

When organising academy trips or visits which enrich the curriculum and educational experience of the children, our academies invite parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel the trip. If a trip goes ahead, it may include children whose parents have not made a contribution; we do not treat these children differently from any others.

If a parent wishes their child to take part in an academy trip or event but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the academies pay additional costs in order to support the visit. Parents have a right to know how each trip is funded. Our academies provide this information on request.

The following is a list of additional activities organised by the school, which require voluntary contributions from parents. This list is not exhaustive:

- Visits to museums;
- Sporting activities which require transport expenses;
- Outdoor adventure activities;
- Visits to the theatre;
- Musical events.

Swimming

Our academies organise swimming lessons for all children during their time in years 4 and 5. No charge is made for swimming lessons but we ask parents for their written permission for their child to take part.

School photographs

Our academies provide the opportunity for parents/carers to purchase individual, group and special interest photographs at several points throughout the academic year. As a standard part of the school photography package, the company provides commission to the school in recognition of the additional work carried out by the school team. These funds are used for everyday school activities. Internally take photographs of school productions may be offered for sale to parents and proceeds from these are used to fund the production costs.