

Maiden Erlegh Trust

# CHARGING AND REMISSIONS POLICY



MAIDEN ERLEGH  
TRUST

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## 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. Costs associated with individual tuition in the playing of an instrument whether in or out of school hours (**unless** it is provided as part of the syllabus for a prescribed public examination or is required by the National Curriculum).
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 will exercise their discretion in special cases, for the remission of charges. Where parents receive the following support, they are exempted from charges as indicated:

- 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 you stop qualifying for Working Tax Credit
- Universal Credit – (provided that household income is less than £7,400 a year as at 1 April 2018 (after tax and not including any benefits))