



**GREAT
HEIGHTS**
ACADEMY TRUST

Achieving excellence together

Charges and Remissions Policy

Approved by:	Trust Board		
Responsible department:	Finance Team		
Last review date:	18.12.23	Last reviewed by:	Amanda Rawson - CFO
Last updated:	18.12.23	Last updated by:	Amanda Rawson - CFO
Next review due :	September 2026		

1. Visits and events in Academy Hours

No charge to be made but voluntary contributions to be sought on a per capita basis. The Senior School Leaders are to notify parents about planned visits; to request contributions; to make it clear there is no obligation to contribute; and that children will not be treated differently if their parents do not contribute.

Any request for contributions should not exceed the actual cost of providing the activity divided equally by the number of pupils participating. It must not include an element of subsidy for any other pupils wishing to participate in the activity but whose parents are unwilling or unable to pay the full charge.

Pupils that are registered as Ever6 FSM and for whom the school receives a Pupil Premium grant allocation may not be expected to pay any voluntary contribution. This is reviewed on an annual basis dependent upon the continuation of the Pupil Premium grant and the school's priorities in spending the grant.

In cases of hardship financial assistance may be available

2. Non-Residential Visits out of Academy Hours

All aspects to be charged for.

3. Academy Residential Visits in Academy Time

Charge for board and lodging. Voluntary contributions to be asked for towards travel and incidentals. The total cost to be requested should be reasonable in context of the location of the trip (UK or abroad) and cost of living pressures. Principals are required to monitor the level of contributions being requested.

4. Materials for use in Lessons

To be paid for by Academies capitation.

5. Transport

No charge to be made for travel between Academy sites. There is also no charge to be made for transport utilising the school minibuses where these are available.

If sufficient parents do not wish to contribute towards such a planned visit it will be cancelled.