



# Charging & Remissions Policy (May 2020)

---

**EBN Trust**

---

<b>Created By</b>	<b>M Baldwin</b>
<b>Governor's Approved</b>	<b>14.5.20</b>
<b>Signed by Chair</b>	
<b>Version No</b>	<b>1</b>
<b>Date of Next Review</b>	<b>May 2021</b>

## Contents

- |                    |        |
|--------------------|--------|
| 1. Student Charges | Page 3 |
| 2. Staff Charges   | Page 3 |
-

**STATEMENT OF THE CHARGING AND REMISSIONS POLICY**  
**(as required by the Education Reform Act,1988)**

**1) STUDENT CHARGES**

1.1a) The EBN Trust Board of Directors may charge for optional extras provided wholly or mainly outside school hours. The following are examples of likely optional extras:

- Theatre visits,
- Sports activities and school trips,
- Music activities,
- Drama activities,
- Field trips and Curriculum visits (other than those that may be required to satisfy the National Curriculum),
- Exhibitions,
- Community activities.

1.2b) Parents may be asked to pay for the cost, or part of the cost, of replacing damaged or lost materials, books, instruments, or other equipment, and damage to the fabric of the building where this is the result of a student's behaviour.

1.3c) If a student fails, without good reason, to complete the examination or coursework requirements for a public examination, then the fee may be recovered from the parent(s). If a parent asks for examination results to be re-scrutinised, the parent maybe required to provide any charge which may be made by the examining body for this service.

1.4d) EBN Trust Board of Directors will consider part or complete remission, of board and lodging charges for students whose parents are in receipt of income support or family credit, for those activities which are deemed to be optional extras.

1.5e) All other cases will be determined on their own merits by the Board of Directors or the Executive Headteacher. They may wish to waive a charge after considering individual circumstances.

**2) STAFF CHARGES**

2.1a) Personal Photocopying - A4 Black 5p per side, A3 Black 10p per side, A4 colour 10p per side, A3 colour 20p per side.

2.1b) Personal Telephone Calls 25p per minute for calls to mobile phones 5p per minute for calls to land lines

**Signed:**.....**(Chair)** **Date:**.....