

TMPF TRUST CHARGING AND REMISSIONS POLICY 2026

Policy ratified: Spring 2023

Policy updated : Spring 2026

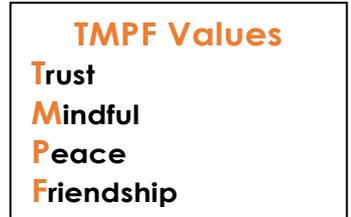
Changes made:

- i. Addition of Ilam C.E. Primary School, St. Bartholomew's C.E. Primary School, St. John's C.E. Primary School, St Leonard's C.E. First School and Waterhouses C.E. Primary Academy
- ii. Addition of DFE guidance
- iii. Addition of definitions

Date of next review: Spring 2027

TMPF Trust comprises fourteen schools:

Bishop Rawle C. E. Primary School; Dilhorne Endowed C. E. Primary School; Great Wood Primary School; Hollinsclough C.E. Academy; Ilam C.E. Primary School; Manifold C.E. Academy; St. Bartholomew's C.E. Primary School; St. John's C.E. Primary School; St. Peter's C E First School; St. Werburgh's C.E. Primary School; Talbot First School; The Valley Primary School and Waterhouses C.E. Primary Academy.



This policy relates to each school comprising TMPF Trust (see above). From this point onwards, they will be referred to as the Trust or TMPF.

General Principles

TMPF Trust is committed to ensuring equal opportunities for all pupils regardless of financial circumstances. TMPF recognises the valuable contribution that a wide range of activities, including school visits, residential experiences and clubs, can make towards all aspects of pupils' education. The Trust Board would accordingly wish to promote and provide, as far as possible, such activities as part of a dynamic curriculum for the benefit of pupils of the school.

This policy is based on advice from the Department for Education (DfE) on [charging for school activities](#) and [the Education Act 1996](#), sections 449 to 462 of which set out the law on charging for school activities in England. Academies are required to comply with this Act through their funding agreements. This policy complies with our funding agreement and articles of association.

Charges

Definition: a fee payable for specifically defined activities.

The Trust Board reserves the right to make a charge for the following activities which may from time-to-time be organised by the school:

Residential activities held during school hours – charges may be made for board and lodgings (not to exceed cost). Parents and carers will be notified in advance of the cost of the activity which the school proposes to organise.

Any special remission arrangements for such activities will be at the discretion of the Trust Board and always considered on an individual pupil basis.

Activities held outside school hours – each school will endeavour to provide a range of such activities from time-to-time. These will sometimes include day and residential experiences and are known generally as 'optional extras'. Charges may be made for these activities EXCEPT where they are provided to fulfil any requirements specified in the syllabus of a prescribed public examination or are required in order to fulfil statutory duties relating to the National Curriculum.

Parents and carers will be notified in advance of any 'optional extras' which the school proposes to organise and the estimated cost. Parental consent will be obtained for children to participate in any activities for which a charge may be made.

Any charge for a particular activity will be dependent upon the type of activity, its cost, and the number of participants. The charge will not exceed the actual cost of providing the activity, divided equally by the number of pupils willing to participate. The cost of other pupils participating in the visit will not be included in the charge. The charge may, however, include an appropriate element for such things as:

- The pupil's travel costs;
- The pupil's board and lodging costs;
- Materials, books, instruments and other equipment;
- Non-teaching staff costs;
- Entrance to museums, castles, theatres, etc;
- Insurance costs;
- The expenses only of participating teachers engaged on a separate contract for services to provide the 'optional extra'.

Schools will also charge for:

- Extended school care activities such as breakfast club, after school club, holiday clubs and wraparound including nursery provision.
- Extra curricular activities and school clubs
- Letting of the school's premises or grounds

Any remission arrangements for such activities will be at the discretion of the Trust Board

Music Tuition

Schools can charge for vocal or instrumental tuition provided either individually or to groups of children, provided that the tuition is provided at the request of the child's parent/carer. Charges may not exceed the cost of the provision, including the cost of the staff giving the tuition. Charges will not be made if the teaching is an essential part of the National Curriculum or if a child is looked after by a local authority.

Remissions

Definition: the cancellation of a charge which would normally be payable.

Where the children are in receipt of free school meals or are eligible for Pupil Premium Funding, the Trust Board will remit in full the cost of board and lodging for any residential activity the school organises for the pupils if the activity:

- Takes place within school hours or
- Forms part of the syllabus for a prescribed public examination or
- Fulfils statutory duties relating to the National Curriculum or Religious Education, irrespective of whether the activity takes place within or outside school hours.

Any other remission arrangements for a particular activity will be entirely at the discretion of the Trust Board. Any subsidy provided by the Trust Board will be met from the funds at its disposal.

Voluntary Contributions

Parents and carers will be asked to make a voluntary contribution for school educational visits which take part wholly, or mainly, in school time. These visits will be regarded as part of the school curriculum and the actual cost will be made known to parents before they agree to their child taking part.

There will be no obligation to contribute and no child in the group will be omitted from the activity but it may be necessary to have substantial parental voluntary contributions in order that the activity can take place.

Use of School Resources/Equipment (Photocopier, etc)

Requests for use of resources will be considered on an individual basis by the Trust Board / CEO / Vice CEO / Executive Principal / School Leader, taking into consideration resource costs and a suitable donation for such resources.

Breakages and Damage to School Property

The Trust Board reserves the right to seek reparation from parents where their children cause breakages or damage to school property.