

**TYNSEL PARKES C.E. PRIMARY ACADEMY**  
**School Road, Uttoxeter, Staffordshire, ST14 7HE**

**CHARGING & REMISSIONS POLICY**

*This policy is overarched and subject to the agreed contents and conditions of the Safeguarding Children and E- Safety Policies*

Tynsel Parkes CE Primary Academy adopts the Charges and Remissions Policy of Staffordshire University Academies Trust [SUAT] and the full policy may be viewed at: [https://www.suatrust.co.uk/images/image\\_gallery/policies/1600079192.pdf](https://www.suatrust.co.uk/images/image_gallery/policies/1600079192.pdf)

**Introduction**

All core education during school hours is free. Educational visits and workshops for enrichment are chargeable.

**Educational Visits/Workshops - Voluntary contributions**

When organising educational visits or workshops which enrich the curriculum and educational experience of the children, the academy invites parents to contribute to the cost. All contributions are voluntary. If we do not receive sufficient parental contributions, we may cancel the educational visit/workshop. If a visit/workshop goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

If a parent wishes their child to take part in a school educational visit or workshop but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the activity. Sometimes the school pays additional costs in order to support the visit/workshop. Parents have a right to know how each trip is funded.

If parent/carers find it difficult to pay for an educational visit or workshop, especially when there is more than one child in the family attending, an option to pay over a number of weeks will be offered. If this still proves difficult the parent/carer can discuss payment on the grounds of affordability.

When places have been paid for on educational visits/activities etc., all monies are non-refundable for non-attendance. All cheques received from parents should be made payable to Staffordshire University Academies Trust.

**The TP - Extended School provision**

Parental fees will be determined by the Local Academy Council. Payment should be made in advance through Parent Pay. Non-payment of fees will result in the child's TP place being suspended until full payment is received. When an account has been suspended due to non-payment, once the account has been settled in full, any future bookings will be payable on a

weekly basis. The Academy reserves the right to withdraw provision altogether. All parents of children accessing sessions at The TP are given a copy of our Terms & Conditions.

### **Nursery**

Parental fees will be determined by the Local Academy Council. Payment should be made in advance through Parent Pay. Non-payment of fees will result in the child's Nursery place being suspended until full payment is received. When an account has been suspended due to non-payment, once the account has been settled in full, any future bookings will be payable on a weekly basis. The Academy reserves the right to withdraw provision altogether. All parents of children accessing sessions of the Nursery are given a copy of our Terms & Conditions.

### **Lettings**

The academy only let the premises to ESBC for use as a Polling station for elections. Costs are based on heating & lighting contributions for the additional times the school is open for their use and caretaking costs for any additional hours incurred.

Signed: J Davey

Date: 5<sup>th</sup> October 2021