



Charging and Remissions Statement

VERSION 2.0

CONCORDIA MULTI ACADEMY TRUST

Table of Contents

Table of Contents	1
1. Document Control	2
Amendment History	2
Review Dates	2
Author(s)	2
Reviewer(s)	2
Approver(s)	2
2. Roles and responsibilities	3
The Local Academy Board	3
The Headteacher	3
Staff	3
Parents	3

This document and the information thereon is the property of CONCORDIA MULTI ACADEMY TRUST and may only be used for the purpose for which it is supplied. Reproduction or use of the information thereon, in whole or in part, is strictly prohibited without the express written permission of CONCORDIA MULTI ACADEMY TRUST.

1. Document Control

Amendment History

Version No.	Date	Comments
2.0	Nov 2022	Branding

Review Dates

Next Review Date
November 2023

Author(s)

Name	Role
Simon Faircloth	Acting Chief Financial Officer

Reviewer(s)

Name	Role
Dave Teggin	Trustee

Approver(s)

Name	Role
Simon Faircloth	Acting Chief Financial Officer

Roles and responsibilities

Policies are based on advice from the Department for Education (DfE) on [charging for school activities](#) and [the Education Act 1996](#), sections 449-462 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.

The Local Academy Board

The Directors of Concordia Trust have delegated to the Local Academy Board of each of our Academies overall responsibility for creating an individual charging and remissions policy within their individual schools. They can delegate this to the Headteacher. They also have overall responsibility for monitoring the implementation of this policy.

The Headteacher

The Head teacher is responsible for ensuring staff are familiar with the charging and remissions policy, and that it is being applied consistently.

Staff

Staff are responsible for:

- Implementing the charging and remissions policy consistently
- Notifying the senior leadership team of any specific circumstances which they are unsure about or where they are not certain if the policy applies
- The senior leadership team will provide staff with appropriate training in relation to this policy and its implementation.

Parents

Parents are expected to notify staff or the Headteacher/head of school of any concerns or queries regarding the charging and remissions policy.

Access to the full charging and remissions policy for each school can be located at:

Childer Thornton Primary School	http://www.childerthorntonprimary.com
Highfields Academy	https://www.highfieldsacademy.co.uk
Parklands Community Primary School	http://www.parklands.cheshire.sch.uk
Town Lane Infants School	http://townlane.schoolspider.co.uk/
Wolverham Primary and Nursery School	http://wpns.org.uk