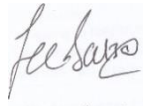


Epping Forest Schools Partnership Trust

Unlocking the Potential of Collaboration

Charging and Remissions Policy

This Policy was ratified by the Board of Trustees on:	3 rd July 2019
Signed by the Chair of Trustees:	
This Policy will be reviewed by the Trust every three years. Next review date:	July 2022

1. Aims

Our Trust aims that all schools within the Epping Forest Schools Partnership Trust must:

- Have robust, clear processes in place for charging and remissions
- Clearly set out the types of activity that can be charged for and when charges will be made

2. Legislation and guidance

The policy held by schools must be 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 policy held by schools must comply with our funding agreement and Articles of Association.

3. Definitions

- Charge: a fee payable for specifically defined activities
- Remission: the cancellation of a charge which would normally be payable

4. Roles and responsibilities

4.1 The Trust Board

The Trust Board has overall responsibility for approving the charging and remissions policy, but has delegated this to the Local Governing Body of each school within the Trust.

The Local Governing Body also has overall responsibility for monitoring the implementation of this policy.