Yesoiday HaTorah Multi Academy Trust

Charging and Remission Policy

Author	Rabbi Yodaiken, Executive Head Teacher
Approved by	Governing Body
Last reviewed	October 2026
Next review due	October 2027, or earlier if legislation or guidance changes

1. Introduction

At Yesoiday HaTorah Multi Academy Trust (YHMAT), we believe that pupils benefit from educational visits, journeys, visitors and extra-curricular activities. The Trust follows the legal requirements governing charges for school activities. Where the law does not permit a charge, the Trust may ask parents for voluntary contributions, subject to the arrangements in this policy.

This policy applies to both Yesoiday HaTorah Girls Academy and Yesoiday HaTorah Boys' Academy and should be read alongside the Trust's funding agreements and relevant government guidance.

2. Legal framework and general principles

Academies must comply with the law on charging for school activities through their funding agreements. This policy is based on the Education Act 1996, sections 449–462, and the Department for Education's guidance on charging for school activities.

- Education provided during school hours must be free of charge where the law requires it to be free, including the provision of materials, books, instruments and other equipment needed for that education.
- No pupil will be treated less favourably, excluded from an activity or otherwise disadvantaged because their parent has not made a voluntary contribution.
- Where a charge is permitted, it will not exceed the actual cost to the Trust of the activity or item, and no profit will be made from the charge.
- The Trust may decide not to proceed with an activity if voluntary contributions are insufficient to cover the cost and the shortfall cannot be met from other funds. Parents will be informed if this is the case.

3. Voluntary contributions

The Trust may ask parents for voluntary contributions towards the cost of activities that take place during or outside school hours, including educational visits, visitors and school events. Any request will make clear that the contribution is voluntary.

No child will be barred from attending an activity because their parents have not contributed. If insufficient contributions are received and the Trust cannot meet the shortfall from other funds, the activity may have to be cancelled.

The Trust will continue to use its existing voluntary and private School Fund to subsidise costs where necessary so that, wherever possible, the whole class can benefit.

4. Activities and items for which charges may be made

Charges may be made only where permitted by law. Depending on the circumstances, this may include:

- Optional extras that are not part of education which the Trust is required to provide free of charge.
- Board and lodging on residential visits, subject to the remission arrangements in section 6.
- Activities that take place wholly or mainly outside school hours and are not part of the required curriculum or the discharge of the Trust's statutory duties.
- Individual or group music tuition where the statutory conditions for charging are met.
- The cost of replacing or repairing items where loss or damage has been caused by a pupil's deliberate or negligent behaviour, where a charge is lawful and the circumstances have been considered fairly.

Where an optional extra is chargeable, the charge may include the relevant costs of staff, materials, equipment, transport, entrance fees, board and lodging, insurance and other directly attributable costs, as permitted by law. The Trust will explain the basis of a charge to parents when requested.

5. Books, equipment, school events and dinner money

The existing arrangements for payment remain in place. Payments, including dinner money, may be made by cheque or direct bank transfer. Cash is not advised. Payments should be placed in an envelope marked with the child's name, year group and purpose of payment. The teacher should collect the payment from the pupil, or class monitors should take the envelope(s) to the School Office during the first break.

The Trust may request voluntary contributions for school events such as Lag B'Omer and for educational visits. It will not require parents to pay for books, pens or other materials that must be provided free of charge as part of education. Where an item is genuinely optional or a charge is otherwise permitted by law, the Trust will explain the basis of the charge.

6. Remission and financial hardship

No child should miss a valuable school experience solely because their family is unable to contribute. Families experiencing financial hardship may contact the Headteacher or the School Office confidentially to request support.

The Trust will continue to consider support from its existing voluntary and private School Fund, where necessary, to subsidise costs and help ensure that the whole class can benefit.

Where the law requires remission of charges for board and lodging on qualifying residential visits, the Trust will apply the relevant statutory arrangements. Parents will be given information about eligibility and how to request remission. The Trust may also provide discretionary support to other families experiencing financial hardship.

Information about a family's financial circumstances will be handled discreetly and shared only with those who need it to consider and administer the request.

7. Requests for information and queries

If parents have a query about a charge or voluntary contribution, Office staff are available between 9.00 am and 4.00 pm to answer queries.

Parents who would like to discuss financial assistance should contact the Headteacher or School Office privately. Requests will be handled sensitively and confidentially.

8. Monitoring and review

The policy will be reviewed annually and sooner if there are relevant changes to legislation, government guidance or the Trust's arrangements. Approval remains with the Governing Body, in accordance with the Trust's existing governance arrangements.