



Charging & Remissions Policy

Prepared by: John Barber

Approved by: Jonathan Savage, Chair of Trustees

A handwritten signature in black ink that reads 'Jonathan Savage'.

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Next review due August 2024

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1. Aims

The Trust aims to:

- 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

This policy is 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. This policy complies with our funding agreement and articles of association.

3. Definitions

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

4. Roles and responsibilities

4.1 The board of Trustees

The board of Trustees has overall responsibility for approving the charging and remissions policy, but can delegate this to a committee, an individual governor or the director.

The board of Trustees also has overall responsibility for monitoring the implementation of this policy.

4.2 The Director

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

4.3 Staff

Our staff are responsible for:

- Implementing the charging and remissions policy consistently
- Notifying the director of any specific circumstances which they are unsure about or where they are not certain if the policy applies

The management team will provide staff with appropriate training in relation to this policy and its implementation.

4.4 Parents

Parents are expected to notify staff or the director of any concerns or queries regarding the charging and remissions policy.

5. Where charges can be made

Below we set out what the Trust can charge for.

5.1 First Access and Continuation

The Love Music Trust charges £47.40 per hour for first access lessons.

The Love Music Trust's agreed approach for First Access and Progression is to make grants available to all primary schools on an annual basis.

For 2022-23 the LMT is making grants available of £282 for first Access and £182 for continuation programmes

Grants increase in size dependent on the school pupil Number on Roll and grants are available to all schools regardless of provider.

5.2 Individual lessons (small group and individual)

We offer options for shared and individual lessons priced as follows:

Lesson Type	Per month
Shared (20 mins for two pupils/30 mins for three pupils)	£15.92
Individual (15 mins)	£23.89
Individual (20 mins)	£31.85
Individual (30 mins)	£47.77

5.3 Instrument hire

Instrument hire is available to any child at any school in Cheshire East at a price of £6.00 per Month. The first 12 months are £3 when hired in conjunction with lessons run by LMT.

5.4 Ensemble membership

Ensemble membership is £30 per term this covers 10 sessions per term (a cost of £3.00 per session).

5.5 Residentials, concerts, tours etc

A charge will be made for accommodation costs, travel and entry fees this will not exceed the actual cost. The cost will be communicated prior to confirmation of attendance at the event. Extended payment plans are available where required.

6. Remissions

The Trust aims to assist those with financial barriers to enable as many children as possible to access to music education. Remissions are only available to children educated at a school and/or residing within Cheshire East. Supporting documentary evidence must be provided before remission will be provided.

Individual lessons

50% remission on fees for those in receipt of pupil premium funding

100% remission on fees for cared for children

50% discount on instrument hire for the first twelve months

Instrument hire

Cared for children and those in receipt of pupil premium funding will be provided with an instrument at a discounted price of £1 per month

Ensemble membership

50% for subsequent ensembles and for membership of siblings

70% for those in receipt of income support or those eligible for pupil premium funding

100% for cared for children

Residentials, concerts, tours etc

Throughout the academic year the LMT runs various events including:

Orchestral weekend

Vocal residential

Saxophone day

Percussion day

As with ensembles, children/families in receipt of Income Support and children eligible for Pupil Premium funding are entitled to a 70% remission on event fees. Cared for Children receive a 100% remission of events fees. Parents/carers will be asked to provide supporting documentary evidence after signing up for the events.

Additional events may be added through the calendar year for which remissions and subsidies will be similarly provided.

7. Monitoring arrangements

The director and finance manager monitor charges and remissions, and ensures these comply with this policy.

This policy will be reviewed by the director and finance manager annually. At every review, the policy will be approved by the board of trustees