



Statement of Charges 2026 - 2027

Policy /Procedure / Statement Title:	Statement of Charges
Version:	2
Date published:	01.09.26
Date to be reviewed by:	01.09.27
Role of Reviewer:	Headteacher
Statutory (Y/N):	Y
Published on website: *	1A
Policy Level: **	3
Relevant to:	Students
Produced in consultation with:	Headteacher
Approved by:	Local School Board
Approval date:	20.08.26

*Publication on website			
Denbigh Alliance website		School website	
1	Statutory publication	A	Statutory publication
2	Good practice	B	Good practice
3	Not required	C	Not required

**Policy level			
1	Trust wide	Single policy relevant to everyone and consistently applied across all schools and departments, with no variation. e.g. Complaints procedure	Statutory policies approved by the Denbigh Alliance Board of Trustees (or designated Trustee Committee). Non-statutory policies approved by the CEO with exception of Executive Pay.
2	Trust core values	This policy defines the Trust core values in the form of a Trust statement to be incorporated fully into all other policies on this subject, that in addition contain relevant information, procedures and or processes contextualised to that school. e.g. Safeguarding, Behaviour	Statements in statutory policies approved by the Denbigh Alliance Board of Trustees (or designated Trustee Committee). Statements in non-statutory policies approved by the CEO. Policy approved by Local School Board.
3	School/department	These policies/procedures are defined independently by schools as appropriate. E.g. Anti-bullying	Approved by Local School Board.

Introduction and purpose

The objective of this Statement is to provide details of applicable charges by the School/Academy, clarifying where charges arise with specified values, relevant and payable for a number of activities and events.

The Statement of Charges will be updated annually and published by the start of the Autumn Term.

Details as follows:

1. Where activities take place in school/academy session time, parents may be invited to make voluntary contributions towards the cost of the activity.
2. Where activities take place outside school/academy session time, charges will be levied where appropriate.
3. Residential trips, where a trip involves an overnight stay parents/carers will be charged for the cost of the students' transport, activities, board and lodging and any additional insurance required, except where parents/carers are in receipt of a qualifying support payment. The school/academy reserves the right to cancel the trip if the costs have not been covered by parental contributions or other funding. Arrangements are available for the payments to be made in instalments.
4. Parents/carers will be required to meet the cost of breakages and damages where this is a result of misbehaviour, be this deliberate, malicious damage or actions not in keeping with the Academy's values and behaviour expectations:
 - 4.1. The full costs of damage incurred will be invoiced to and payable by parents/carers of those student(s) involved.
 - 4.2. Failure to pay for the cost of damages will result in privileges to attend trips or the annual Prom being withheld.
 - 4.3. Failure to repay such costs will result in any funds due to be repaid to the student, for instance trip refunds, being withheld.
 - 4.4. The Alliance Schools Trust and its schools/academies are zero tolerant of malicious or deliberate damage, and the Headteacher will consider taking appropriate additional action in such cases, including reporting the matter to the Police for prosecution if necessary
5. Photocopies of student records requested by parents/carers will be charged at the rate of 20p per page.
6. For a list of the current qualifying support payments parents/carers should contact the school/academy. Requests for remission of charges should be made, in confidence, to the Headteacher and support by evidence of receipt of a qualifying support payment.

Charges

1. Charges will be made for instrumental music tuition, for this academic year the charge is £479.40, paid in advance for 'normally' 30-34 twenty-minute individual music lessons. If the fees for the lessons are not met, then the school will cease to provide the lessons. A term's notice is required for cancellation.
2. Appropriate charges may be made in Design and Technology and other practical subjects, where parents have indicated in advance that they wish to own their child's finished work.
3. The parents of a student who fails to complete the examination requirements for a public examination without good reason, are liable to meet the examination entry fee. This will be charged at the minimum rate of £30 per exam.
4. The parents of a student who needs to take a public examination for a second or subsequent time are liable to meet the full cost of the examination resit entry fee.
5. Students will be charged £5 for the hire of lockers. This fee is non-refundable. If damage to lockers is incurred appropriate charges will be made and invoiced to parents/carers for the cost of repairs.
6. Sixth form students will be issued with ID badges/access cards, which be worn whenever they are on site. A £5 charge will be made to issue a replacement card should these be lost or stolen.
7. For payments made via Parentmail for meals, parents are advised to utilise funds on accounts as students approach their leaving date in order to reduce the account balance to zero. Balances remaining on accounts following students leaving will be transferred (if possible) to sibling accounts, and remaining balances will be repaid if in excess of £5.
8. Textbooks and library books are loaned to students on the strict understanding that the books remain the property of the school/academy and, at the end of a course or when the student leaves school/academy – whichever occurs first – the books will be returned to school/academy in good condition. Books which are lost or damaged beyond reasonable use will have to be paid for or replaced by the student or their parents/carers. In addition, any funds due to be repaid to the student or parent /carer (for example: trip refund) will also be withheld until the school/academy has been reimbursed.