

London Enterprise Academy Charging Policy



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Prepared by: Ashid Ali/Paola Haik (SBM)

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1.0 London Enterprise Academy Mission Statement

London Enterprise Academy is a secondary free school in Tower Hamlets set up by serving teachers, professionals and local parents. Our vision is to create a truly outstanding free school delivering the very best educational opportunities, nurture academic excellence and enhanced ambition in all its pupils, inspire the next generation of professionals and entrepreneurs from diverse backgrounds.

2.0 Policy links to School mission, aims and values

All of the work of London Enterprise Academy is intended to support the delivery of our mission statement in full.

3.0 Statutory Framework

This policy supports the charging provisions objective of the Education Reform Act 1988 of maintaining the right to free education.

4.0 Purposes

This policy is intended to ensure free access to the curriculum by detailing the circumstances under which the school may make a charge concerning school activities.

5.0 Implementation

The Governing Body reserves the right to make a charge in the following circumstances for activities organised by the school.

School Journeys in School Hours

The board and lodging element of any residential activity deemed to take place within school hours where the visit is an essential requirement of the syllabus or the national curriculum.

The travel and admission costs of educational day trips where the visit is not an essential requirement of the syllabus or the national curriculum.

Activities Outside School Hours

The full cost to each pupil of activities deemed to be optional extras taking place outside school hours. For example foreign sports trips or visits to theme parks are deemed optional extras.

Individual Instrumental Tuition

The cost of teaching either an individual pupil or groups of up to four to play a musical instrument, if the teaching is not an essential part of the syllabus or the national curriculum. For example guitar tuition where the tutor is "bought in".

Charging in Kind

The cost of materials, ingredients, equipment (or the provision of them by parents) in Design and food Technology where the parents have indicated in advance that they wish to own the finished product.

Examination Fees

Where a pupil has not been prepared for a prescribed public examination by the school, the Governing Body may make a charge for the cost of entering the pupil for the examination, as they can for entries to non-prescribed examinations whether or not prepared by the school.

If a pupil fails without good reason to complete the examination requirements for any public examination for which the school has paid (or is liable to pay) an entry fee, then the Governing Body may recover the fee from the parent.

Lockers

Lockers for students if available on a first come, first served basis. The cost is £5 per annum with a £10 refundable deposit. Students will also be charged for lost or damaged padlock and keys.

Freedom of Information Act

Charges may apply according to request made (for example photocopying) and will be decided on a case by case basis.

Lunch

London Enterprise Academy uses ParentPay for online payment for lunch for students and staff.

ParentPay provides parents with a secure online account, activated by using a unique username and password; making a payment using your credit or debit card is straightforward and ParentPay holds an electronic record of all payments for you to view at a later date. When you make a payment, an e-mail confirmation is sent to you, giving you reassurance that the transaction has been successful.

Basic Equipment

We ask our parents and guardians to continue to provide basic writing and maths equipment, including a calculator as they may be useful for homework.

Work Experience

Parents are expected to pay for fares and food. Parents should let their child's Head of Year know if there are any problems. School will cover the cost of lunch for pupils on Free School Meals (FSM).

Breakages and Losses

Parents will be asked to make a reasonable contribution to the cost of broken, defaced, lost or damaged property as stated in the school's behaviour policy.

Parents will be asked to pay for replacement screens on ipads/laptops if they are not covered by home insurance as per ICT user agreement.

General

The Governing Body may, from time to time, amend the categories of activity for which a charge may be made.

Nothing in this policy statement precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of providing education for pupils.

6.0 Links with other policy areas

- Visits & Journeys Policy
- Exams Policy
- Freedom of Information

7.0 Communication

This information is located in the guidance published

For students on the relevant section of the school's website.

For staff referenced in their staff handbook in the Procedures and Policies section, staff shared drive and in the relevant sections of the school's website

For parents/carers in the relevant sections of the school's website

Date Adopted

Signature of chair of Governors

Signature of Principal