



College Fees & Charges Policy

Approved by:	Finance & Resources	Date: November 2023
Last reviewed on:	November 2023	
Next review due by:	November 2025	
Monitoring & Review	The Finance & Resources Committee will review the policy every two years.	
Links	Trust Charging & Remissions Policy Academies Financial Handbook	
Staff responsible	Finance & Resources Committee, Trust Finance Director.	

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1. Introduction & Aims

This policy outlines the circumstances in which the setting of fees and charges at Solihull Sixth Form College is delegated to our College's management and specifies when fees and charges require approval by the Finance & Resources Committee.

Our Trust has a separate Charging and Remissions Policy to cover charging at our schools and some aspects of our College's charges such as remission. As College learners are not subject to the same limits on charges as school learners, our College also has this separate charging policy to cover the setting of College fees and charges.

2. Approval by Finance & Resources

The Finance & Resources Committee must approve all fees and charges that generate an annual income stream for our College of over £50,000.

The Committee must also approve College fees and charges that are controversial. Controversial charges are defined as those that have the potential to give rise to intense negative feelings in the College's learners or parents and carers and could apply to both setting new charges and raising existing charges.

3. Approval by Management

Fees and charges that are not controversial and generate an annual income under £50,000 can be set by managers who must comply with the following principles:

- Fees should be competitive but fair.
- Fees should adequately cover the cost of providing the service that is being charged for.
- Price increases should be reasonable and communicated to the payer with sufficient warning.
- Fees should increase incrementally rather than having a sudden large increase every few years.