



Management Fee Charging Policy

Approved by the Trust Board on: 14th July 2025

Review date: July 2026

1. Purpose

This policy outlines the approach taken by Derby Diocesan Academy Trust (DDAT) in applying a standardised management fee to its academies. The fee contributes to the central services provided by DDAT, ensuring consistent support, strategic oversight, and operational efficiency across the Trust.

2. Scope

This policy applies to all academies within the DDAT Trust and covers the application of the management fee to General Annual Grant (GAG) funding and associated grants.

3. Management Fee Rate

A standardised 7% management fee is charged monthly to each academy. This fee is calculated based on:

- The academy's General Annual Grant (GAG) funding received each month.
- Any associated grants that have been confirmed as being included in the GAG funding in future years.
- 16-19 sixth-form funding

4. Exemptions

The management fee will not be applied to the following funding streams:

- Pupil Premium
- Sports Premium
- Universal Infant Free School Meal (UIFSM) Funding
- High Needs/SEN Funding (received from the Local Authority)
- Early Years Funding
- Other grants received directly from the Local Authority
- 16-19 Bursary funding

These exemptions ensure that funding intended for specific pupil groups or educational purposes is fully retained by the academy for its intended use.

5. Use of Management Fee

The management fee contributes to the provision of central services including, but not limited to:

- Finance support and systems – FMS and budgeting software
- Payroll services
- HR support and systems
- School improvement and educational support
- Governance and compliance
- MIS
- Strategic leadership and development
- Safeguarding support
- Health and Safety
- Data Protection

6. Review and Transparency

DDAT's Trust Board have committed to maintaining the 7% management fee for a minimum of two years. This commitment will support schools in their financial planning and therefore the next review will occur no earlier than in time for September 2027 – 28 budget setting.

After this period the policy will then be reviewed annually to ensure it remains fair, transparent, and aligned with the Trust's operational needs.