

CHARGING POLICY

Additional Activities organised for pupil's charges and remissions

INTRODUCTION

The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs, trips and residential experiences can make towards pupils' personal and social education. The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities. It wishes also to preserve the principle of free education including the free provision of materials and books.

CHARGES

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 residential activities deemed to take place within school hours.

Activities outside school hours

The full cost to each pupil of the following activities deemed to be optional extras taking place outside school hours: e.g English trips, Drama visits, school journeys abroad, sports, games and such-like unless part of the National Curriculum and/or exam syllabus.

Individual Instrumental Tuition

The cost to the pupil for providing individual instrumental tuition, although not if part of the National Curriculum.

Charging in Kind

The Governing Body may charge for ingredients and materials or require them to be provided if the parents have indicated in advance that they wish to own the finished product.

Breakages, Damages, Defacement

The Governors reserve the right to charge in full for these.

Examination Fees - Secondary Schools and Colleges only

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.

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.

REMISSIONS

Where the parents of a pupil are in receipt of Income Support or Family Credit, the Governing Body will remit in full the cost of board and lodging for any residential activity that it organises for the pupils if the activity is deemed to take place within the school hours or where it forms part of the syllabus for a prescribed public examination or the National Curriculum. The Governing Body may wish to remit in full or in part the cost of other activities for particular groups of parents. There may be cases of family hardship which makes it difficult for pupils to take part in particular activities for which a charge is made. When arranging a chargeable activity, the Governing Body will invite parents to apply in confidence for the remission of charges in part or in full. Authorisation of remission will be made by the Headteacher in consultation with the Chairman of Governors.

