

Policy Ref:
Business/Governance
#004



Charging & Remissions Policy

Statutory?	Yes
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Context

The aim of this policy is to set out what charges may be made for activities, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents.

Residential School Visits

We may charge for the cost of board and lodgings during overnight school trips, but the charge will not be more than the accommodation actually costs. Parents of students who are Pupil Premium will have the cost of their trip subsidised. Parents can also request a payment plan if necessary. Parents should contact the school for further information.

Music Tuition

Charges may be made when the tuition is not an essential part of:-

- the National Curriculum;
- a public examination syllabus;
- first access to the Key Stage 2 instrumental and vocal tuition, Wider Opportunities programme.

Examinations

No charge will be made for entering pupils for public examinations that are on the National Curriculum.

However, an examination entry fee may be charged to parents if:-

- the pupil wasn't prepared for the examination at the school;
- the examination isn't on the National Curriculum, but the school arranges for the pupil to take it;
- a pupil fails without good reason to complete the requirements of any public examination where the governing body or local authority (LA) originally paid or agreed to pay the entry fee.

We may also charge for:-

- re-sits for public examinations where no further preparation has been provided by the school;
- costs of non-prescribed examinations where no further preparation has been provided by the school.

Breakages and Replacements

We may charge for breakages and replacements as a result of damages caused wilfully or negligently by pupils.

Extra-Curricular Activities and School Clubs

We may charge for extra-curricular activities and school clubs.

Voluntary Contributions

We may ask parents for a voluntary contribution towards the cost of:-

- any activity which takes place during school hours;
- school equipment.

The contribution is voluntary and pupils of parents who are unable to, or don't want to, contribute will not be excluded from the activity. Where there are not enough voluntary contributions to make the activity possible, and there are no other ways to get funds, we may cancel the activity.

The FGB will review this Policy annually in line with the School's Finance Policy.