

Charging and Remissions Policy

Charging Policy

It is accepted that compulsory charges cannot be made in respect of educational activities during school hours, including cost of materials, books, instruments or other equipment used. It must be noted that equipment, for these purposes, does not include clothing.

It is also accepted that compulsory charges cannot be made in respect of educational visits that are required as part of the syllabus for a public examination, the National Curriculum or Religious Education.

In order to provide the pupils at the school with a breadth of educational experiences and, in particular, to compensate for the lack of opportunities to explore the local community as a result of limited mobility or lengthy periods of hospitalisation, it is very important that pupils participate in planned educational visits.

It is recognised that, although there is no charge levied for transport for educational activities, many educational visits will depend on financial contributions, in part, from parents. Without some financial contribution from parents the school would find it difficult to maintain the number of visits that regularly take place. The voluntary financial contributions from parents are kept to a reasonable minimum with the aim that all children from the relevant class or tutor group, participate in day visits.

The Trust Board has agreed that its policy for charges will be as follows:

1. Day Visits

For those educational visits where there is a cost, other than the cost of transport, the school will invite a voluntary contribution from parents to meet the costs.

2. Residential Visits

The school will invite voluntary contributions from parents to assist with the cost of food and accommodation. The Trust Board intends to make all residential visits self-sufficient.

3. Involvement in Sporting Activities

When pupils are representing the school in sporting activities, a voluntary contribution from parents will be requested.

4. Educational Materials

Where pupils create articles, for example, in the course of technology lessons, parents may be asked to provide materials or ingredients on a voluntary basis. Where parents wish to own the finished product they may be required to meet the cost of the materials.

5. Examination Fees

The school will pay the entrance fee for all accredited courses, where the school has prepared the pupil for the particular course, unless the professional advice of teaching staff is that the pupil should not be entered for the particular examination.

6. Instrumental Tuition

Parents may be expected to pay for individual tuition in playing a musical instrument but not where it is required as part of any syllabus for a public examination or provided for specifically to fulfil the requirements of the National Curriculum.

7. Damage to property

Charges may also include costs to repair broken windows or replacement of lost or damaged school property as a result of a pupil's behaviour.

Remissions Policy

The Remission Policy adopted by The Trust accepts that charges may be waived or reduced, at the discretion of the Executive Heads.

Partial remission of board and lodging charges may be made for pupils who are entitled to free school meals or whose parents are receiving income support or Family Credit if a residential visit or sporting event is in school hours or required by the curriculum.

The Trust Board will review this policy every 3 years.

Policy updated July 2020
Next review date July 2023