

## **SCHOOL CHARGING & REMISSIONS POLICY**

### **INTRODUCTION**

This charging and remissions policy complies with statutory requirements, has regard to the Authority's policy statement on charging and is reviewed on a bi-annual basis.

### **1 CHARGING POLICY**

#### **1.1 ACTIVITIES WITHOUT CHARGE**

There will be no charge for the following activities:

- \* Education provided wholly or mostly during school hours. This includes the supply of any materials, books, instruments, other equipment and also transport provided in school hours to carry students between the school and an activity;
- \* Education provided outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination which the student is being prepared for at the school, or part of religious education;
- \* Instrumental and vocal music tuition which is part of the National Curriculum or a public examination syllabus being followed by the student;
- \* Instrumental and vocal tuition for children looked after;
- \* Entry for a prescribed public examination provided that the student has been prepared for it at the school.

#### **1.2 VOLUNTARY CONTRIBUTIONS**

The school may ask for voluntary contributions towards the cost of school-time activities to assist with funding subject to the following conditions:

- \* Any children of parents who do not wish to contribute will not be treated any differently;
- \* Where there are insufficient contributions to make the activity viable or the school cannot fund it from another source, then the activity will be cancelled.

#### **1.3 CHARGEABLE ACTIVITIES**

The school may recover the full costs of the following activities which may be provided directly or through commissioned services but charges will not exceed actual cost:

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### 1.3 cont/ ...

- \* Educational or other activities provided wholly or mainly outside school hours which are not:
  - a) Part of the National Curriculum;
  - b) Part of a syllabus for a prescribed public examination which the student is being prepared for at school;
  - c) Part of religious education.
- \* Board and lodgings on residential visits (subject to remission arrangements).
- \* Any materials, books, instruments or equipment, where the student's parent/carer wishes him/her to own their own.
- \* Cost of entering a student for a public examination not prescribed in regulations, and for the cost of preparing a student for that examination outside school hours.
- \* Cost of entering a student for a prescribed public examination including re-sits where no preparation has been provided by the school.
- \* Provision of instrumental and vocal tuition, which takes place during the school day and which has been requested by parents/carers.
- \* Day care facilities.
- \* Music School tuition.
- \* Foreign exchange visits.

## 2 REMISSIONS POLICY

- \* There will be no charge for board and lodgings for students whose parents are receiving a benefit aligned to free school meals criteria.
- \* Charges for other "chargeable activities" may also be fully or partly remitted. Details of any remission arrangements will be made clear when parents are informed of charges for individual activities.

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| <b>Author</b>                                    | <b>Mr Barry Lea</b>   |
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