



CHARGING & REMISSIONS POLICY

MAY 2015 – MAY 2016

Lead	Headteacher
Policy Status: Approved/Awaiting Approval	September 2017
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Valid only at the time of issue

STATEMENT OF THE CHARGING AND REMISSIONS POLICY

(as required by the Education Reform Act, 1988)
CHARGES

1.

The school Governors may charge for optional extras provided wholly or mainly outside school hours. The following are examples of likely optional extras:

- Theatre visits,
- Sports activities and trips, retreats (residential visits to the Briars).
- Music activities,
- Drama activities,
- Foreign visits,
- Field trips and Curriculum visits (other than those that may be required to satisfy the National Curriculum),
- Ski trips,
- Community activities.

2.

Parents may be asked to pay for the cost, or part of the cost, of replacing damaged or lost materials, books, instruments, or other equipment, and damage to the fabric of the building where this is the result of a student's behaviour.

3.

If a student fails, without good reason, to complete the examination or coursework requirements for a public examination, then the fee may be recovered from the parent(s). If a parent asks for examination results to be re-scrutinised, the parent may be required to provide any charge which may be made by the examining body for this service.

4.

Individual musical tuition and the playing of any musical instrument which is not part of the syllabus for a prescribed examination nor is required by the National Curriculum, may be charged for.

5.

Staff Charges -The following charges will apply:-

☐ Personal Photocopying - A4 Black 5p per side, A3 Black 10p per side, A4 colour 10p per side, A3 colour 20p per side.

☐ Personal Telephone Calls 25p per minute for calls to mobile phones 5p per minute for calls to land lines

6.

The Governors will consider part or complete remission, of board and lodging charges for students whose parents are in receipt of income support or family credit, for those activities which are deemed to be optional extras.

7.

All other cases will be determined on their own merits by the Governors or the Headteacher. They may wish to waive a charge after considering individual circumstances.

Please note: The School has not been given additional funding to cover the cost of optional extras, residential trips and similar activities. As a result, unless sufficient voluntary contributions are provided it will not be possible for some desirable activities to proceed.