



# Charging Policy (Pupils)

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Review By: Leadership Group & F&S

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## **CHARGING POLICY (Pupils)**

In accordance with the requirements of the Education Act 1996, the governors have adopted the following Charging Policy.

### **GENERAL PRINCIPLES**

There will be no charge made for admission to the school.

There will be no charge made for an activity which is required as part of the National Curriculum.

There will be no charge made for an activity which is an integral part of the syllabus for a prescribed public examination for which a pupil is being prepared by the school.

With the exception of certain specified items there will be no charge made for an activity which takes place wholly or mainly during school hours (as defined by the Governors).

Parents will be required to provide basic personal items of equipment which are to be used solely by their child(ren).

No pupil is to be disadvantaged by parents' inability or unwillingness to pay charges.

### **Remission of charges**

The Governors will seek to remit all or part of any authorised charges for those pupils whose parents are in receipt of appropriate Benefits as defined by the LA

### **Activities arranged by a third party**

The Governors will not be a party to any transactions between parents and third party organisers of activities.

### **Governors' discretion for charging**

Charges may be authorised at the discretion of the Governors for activities which take place wholly or mainly outside school hours. Parents will be notified in advance if any charge is to be made.

### **Voluntary Contributions**

Voluntary contributions may be requested in support of any proposed school activity, whether during or outside school hours. Pupils will not be debarred from participation because parents have not made a voluntary contribution.

## CHARGING

Charging may be made for the following

1. Activities or visits where less than fifty percent of the time is during normal school hours.
  - Board and lodging for residential visits.
  - Travel to and from a residential activity if out of school hours.
  - Travel for activities authorised but not provided by the Governors, e.g. from home to placement during Work Experiences.
2. Re-sitting an examination if no further preparation is provided by the school.
3. Entry for public or private examination other than those on the Department for Children, Schools and Families' prescribed list.
4. Materials used in practical subjects when it is agreed in advance that the pupils/parents wish to own or dispose of the finished products (as in Home Economics or Technology). Ingredients may be requested in lieu of cash payments.
5. Individual or small group tuition in playing a musical instrument by a peripatetic teacher except where the playing of that instrument is a direct part of the syllabus of a prescribed public examination. This charge may be requested to cover the cost of the tuition as well as the cost of music and the hire, repair and insurance of a musical instrument.
6. Compensatory charges for loss of or damage to school books, equipment or property which occur as a result of the unsatisfactory behaviour of their child(ren).
7. Where any member of the teaching staff is requested to sign confirmation of identity or similar (eg passport applications), a charge of at least £5 contribution to the school fund will be made.
8. Any books, instruments or equipment, where the pupil's parent wishes him/her to own them, i.e. revision guides or workbooks.
9. Performance: The school will not see to make a profit from school performances, however where the cost of putting on a performance is significant, a ticket charge to cover costs will be made.