



Charging Policy

Under the terms of the Education Reform Act (1988) the Governing Body may choose to charge for certain activities.

The charge made to parents/carers will never be more than the actual cost to their child/children.

Charges

The Governing Body may make a charge in the following circumstances for activities organised by the school.

- **School Journeys in School Hours**

Even when residential activities take place during school hours, the cost of board and lodging will be charged to parents/carers. The amount charged will be the exact cost of the board and lodging for their child/children.

However, where parents/carers are in receipt of income support or family credit, there will be no charge at all.

- **Activities Outside School Hours**

Optional extras taking place outside school hours carry the full cost to pupils. Such optional extras may include:

- Visits to places of historical/geographical/scientific/artistic/cultural interest.
- Holidays taking place during the school's published holiday periods.
- Visits organised in association with any club or interest group to which the pupil belongs.

When organising any chargeable activity, the Governing Body is willing to give special consideration where parents/carers are in receipt of income support or family credit.

Such parents/carers will be invited to apply, **in confidence**, to the Headteacher who will reach a decision in consultation with the Chair of Governors.

Disadvantaged Pupils (**formerly known as Pupil Premium**) – requests will be reviewed on a case by case basis with regard to school trips/outings.

Consideration will also be given to pupils who have a particular talent and are unable to pursue this because of financial restrictions at home. Parents/carers again will have the opportunity to apply, **in confidence**, to the Headteacher who will reach a decision in consultation with the Chair of Governors.

- **Individual Instrumental Tuition**

The Instrumental Music Agency provides tuition in school and scale of charges is available from the school.

- **Materials**

The Governors will make a charge in cash or ‘**kind**’ for materials used in practical lessons, where parents/carers have indicated in writing in advance that they wish to own the finished product. The School will make a charge for the purchase of study materials to support examination revision when the products are subsequently owned by the pupils.

- **Examination Fees**

The costs associated with entry for prescribed examinations are met by the school. Consequently, there will be no charges to parents/carers unless by mutual agreement in the case of exceptional entries. If, in the opinion of the Headteacher, a pupil, for no good reason, fails to sit the final examination/or fails to produce the required amount of coursework on time, action will be taken to recover the full cost of fees from parents/carers. If parents/carers request a re-scrutiny of their child’s examination results, they will be charged for that service, in advance, at the rate required by the relevant Examination Board.

- **Breakages and Fines**

Governors will charge parents/carers for the cost of damage done by their child/children and for the replacement of goods lost by them. This category includes non-accidental damage or breakages of equipment, furniture, windows, doors etc. It also includes the loss, damage or defacement of textbooks and exercise books.