



The John Fisher School

Charging & Remissions Policy

Responsible: Governors' Resources Committee

Next Review Date: February 2020

Nurturing young Catholic gentlemen
Aspiring for Academic, Cultural & Sporting Excellence

Rationale: The Department of Education (DfE) requires schools to have a policy which describes the circumstances under which the school may or may not charge for services, trips and materials.

The school will levy:-

- A charge for all board and lodging costs on residential visits except where pupils are entitled to statutory remission.

- A voluntary contribution for school activities in or outside of school time for which compulsory charges cannot be levied but which can only be provided if there is sufficient voluntary funding. No pupil will be excluded from such activity by reason of inability or an unwillingness to make a voluntary contribution. The Headteacher, Educational visits Co-ordinator and School Business Manager will decide if an activity is viable. When the school informs parents about a forthcoming activity they will make it clear that the parents of boys for whom the school receives Pupil Premium funding may have the cost of the activity paid for from that fund.

- No charge for examination entries except where:-
 - The school has already paid once for a pupil to take the same exam but the pupil has requested, and been given permission, to re-sit the exam to improve their grade.

- No charge in respect of essential books, materials, equipment, instruments or incidental transport provided in connection with the National Curriculum, statutory Religious Education or in preparation for prescribed public examinations or courses taught in school, except where parents have indicated in advance that they wish to make a purchase.

- A charge for the replacement or repair cost of any book, instrument, fixture, fitting or other article damaged or lost through deliberate or careless behaviour of a pupil.

- A charge no greater than £10 as costs for the photocopying of a pupil's records should a parent/carer make a request to have sight of these. (Subject to the provision of the Data Protection Act).

The School will always act in accordance with guidance provided by the Department of Education (DfE) in force at the time.