



# CHARGING POLICY

Any charges made by the school must meet the requirements of the Education Reform Act 1988. The governors endorse the guiding principles contained in the Act, in particular that no child should have its access to the curriculum limited by charges.

## **AIMS**

- To make a broad programme of trips and activities accessible to as many students as possible.
- To establish and maintain a fair and coherent system of charges within the constraints of the school budget.

## **PRACTICE**

Charges will not be made for any activities which form part of a prescribed examination syllabus, or are in fulfilment of National Curriculum requirements.

Activities which are wholly or mainly within school hours should not normally be chargeable. However, instrumental music tuition and/or loan of instruments may be compulsorily charged unless it is part of a public examination or National Curriculum course.

In practical subjects parents/carers may be asked for the full or partial cost of material or ingredients if they have indicated in advance that they wish to own the finished product.

Voluntary contributions may be invited for trips which take place mainly within school hours. No child may be excluded because of inability to pay but the school is entitled to cancel the trip if the level of contributions does not meet its budgetary requirements.

Trips which take place mainly out of school hours may be chargeable.

Full or partial board, lodging and travel costs will be charged on residential trips, subject to statutory exceptions, but no child may be excluded because of inability to pay.

In cases where charges are to be levied, parents/carers must be advised in advance and monies collected prior to the activity. Requests for help from parents/carers on income support or family credit will be considered and assistance provided within the limits of the school's budget. Complete confidence will be observed in all such matters. Any insurance costs will be included in charges for trips or activities.

The cost of examination entries for subjects taught within the school will normally be met by the school. In cases where candidates have failed to meet the school's entry criteria but still wish to be entered, they may be asked to pay entry fees, returnable on the achievement of grades in those subjects. When candidates fail to turn up to examinations, parents will normally be charged.

The cost of additional assessments aside from those directly implemented on entry to the school and ongoing assessment to support either access arrangements or to monitor progression will be charged £80 - £150 per test dependent upon the test requested.

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| Approved by: N Dann<br>Approved on: October 2014<br>Reviewed date: October 2015, August 2016,<br>August 2017<br>Review: August 2018<br>Responsibility for review: C Belchem |
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Additional therapy sessions requested aside from any therapy that may have been written into a provision will incur a charge of £65 per session.

School meals will incur a charge of £2.35 per day which can be paid weekly, fortnightly or termly.

Currently school uniform can be ordered through Logo-N-Stitch on 01424 444601 or emailing [info@logo-n-stitch.co.uk](mailto:info@logo-n-stitch.co.uk) with prices as follows: Fleece £15, T-shirt £7.50, Hoodie zip front £20, Hoodie over head £20, Drawstring Bag £4, Book Carrier £3.50.

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