

CHARGING/SUBSIDY POLICY

Any charges made by the School must meet the requirements of the Education Act 1996 and the Education (School Sessions and Charges and Remissions Policies) (Information) (England) Regulations 1999. The Governing Body endorses the guiding principles contained in the aforementioned Act and Regulations, in particular, that no pupil should be denied access to the curriculum as a direct result of a charge being levied.

AIMS

- To make a broad programme of trips and activities accessible to as many pupils 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 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 pupil 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 are chargeable.

Board, lodging and travel costs will be charged on residential trips, subject to statutory exceptions.

The cost of examination entries for subjects taught within the School will normally be met by the School. In cases where candidates failed to meet the School's entry criteria, but still wish to be entered, parents may be asked to pay entry fees, returnable on the achievement of specified grades in those subjects. Pupils re-sitting modular examinations may be asked to pay the entry fee.

In cases where charges are to be levied, parents must be advised in advance and monies collected prior to the activity. Requests for help from parents on income

support or family credit will be considered and assistance may be provided within the limits of the School's Budget. Such requests should be made in writing to the Head teacher. Complete confidentiality will be observed at all times. Any insurance costs will be included in charges for trips or activities.