



# The Grange School and Sports College Policy Document



## 1. Title:

### **Charging and Remissions Policy**

## 2. Purpose:

The School is subject to the 1988 Education Reform Act and as an LA funded school is required to provide education free of any additional charges.

## 3. Aims:

To ensure that the principle of free education applies to all activities that are defined as part of the school curriculum. This applies whether the activities take place in or out of hours. In particular the following areas are identified where duties must be fulfilled under the free education principle:

- Requirements of a syllabus related to a prescribed public examination
- The National Curriculum
- Compulsory Religious Education

## 4. Policy:

### **a. Charges:**

- Individual music tuition where a public examination or National Curriculum requirement is not involved (see Financial Remission below)
- Board and lodgings on a residential visit
- Student transport from school in relation to an educational visit (see Voluntary Contributions)
- Student transport direct from home for a sanctioned off-site activity at a defined location
- Materials and ingredients where parents/carers have indicated in advance that they wish to own the finished item
- Activities organised out of school hours that are optional extras as defined by the Act
- Costs of examination entries for examinations outside those prescribed by the Act
- Resits for examinations or fees associated with the scrutiny of an examination paper

### **b. Financial Remission:**

Provision of financial remission can be made available for parents/carers who receive income support. In addition, Looked After Children are eligible for free music tuition.

### **c. Range of Learning Activities:**

The application of regulations relating to charging shall be carried out with the intention of ensuring that the students' education will be enhanced by the widest range of learning activities.

**d. Voluntary Contributions:**

In order that many school activities can continue to take place to enhance a student's education, it is envisaged that parents/carers may on occasions be asked to make a voluntary contribution for specific activities for which funding has not been allocated. This will be done by the relevant faculty in accordance with guidelines laid down in the 1988 Education Reform Act and in the school policy. Overpayments of £1 and below will be considered as voluntary contributions to the School Fund and therefore will not be refunded.

**e. Alternative Activities:**

Should reasonable voluntary contribution not cover the cost of the activity, it is likely that the activity will not take place.

**f. Interpreting Status of Activities:**

Decisions relating to interpreting the status of any particular activity will initially be made by the school Governing Body.

**g. Governing Body's Discretion:**

The Governing Body has powers to use discretion relating to activities for which the Act allows a charge to be made.

**5. Relationship to other Policies:**

- The Curriculum Policy
- The Educational Visits Policy
- The Equal Opportunities Policy
- The Examinations Policy

**6. Monitoring, Review and Evaluation:**

The implementation and monitoring of this Policy will be the responsibility of the Headteacher and Governors Finance Committee and should be reviewed bi-annually.

- Governors – Finance Committee – through regular reports
- Business Manager – financial situation

**Adopted by Full Governing Body: February 2011**

**Review Date: February 2013**