



## **CHARGING AND REMISSIONS POLICY**

1. No charge will be made for books, materials, equipment or incidental transport for National Curriculum or statutory Religious Education courses, or for courses in preparation for public examinations or for any other courses taught at this school. Where parents have indicated in advance their wish to buy their child's lesson products, only the cost of the materials or ingredients will be charged, via termly or annual payment on School Gateway.
2. Under the terms of the Educational Reform Act 1988, schools are not allowed to make a charge for any educational visit but are permitted to ask for voluntary contributions. No student will be excluded if his or her parents do not make a contribution but if insufficient voluntary contributions are received overall, then regrettably, the visit would not go ahead.
3. On residential visits that take place largely in school time, a charge will only be levied to cover the cost of board and lodgings; some students may be entitled to statutory remission of these charges.
4. Activities which are wholly or mainly out of school hours and which are not part of the National Curriculum, Religious Education or preparations for a prescribed public examination may have a charge levied for them.
5. The Headteacher will decide within these policies whether a particular activity is chargeable or not, and if chargeable what the level of voluntary contributions must be for the activity to go ahead.
6. No charges will be made for public examination entry at the time the school normally makes its entries. The additional late entry fee may be chargeable at the Headteacher's discretion. Parents will be charged for the entry fees involved if their child is absent from the examination without reasonable cause, as defined by the Examination Board.
7. Enquiries about results (EAR) If a candidate wishes to challenge the outcome of any of their GCSE examinations, the school will make a decision about whether the appeal can be supported. If so, the school will pay for the costs associated with requesting a re-mark or clerical check. If a candidate wishes to proceed with an appeal against school advice then the full cost of the process will be charged to the candidate. The full cost of any successful appeal is refunded by the Examination Board
8. Parents will be charged for damage to school property or for loss of it, if caused negligently or wilfully by their child.
9. The Governing Body, together with the Headteacher, will consider any individual cases that arise from the implementation of these policies.
10. Lettings. A charge will be made for Lettings of school premises. The rates are within the Lettings Policy.