

# TARLETON ACADEMY

## Charging and Remissions Policy

### Purpose

This policy aims to clearly identify the activities for which charges will be made, and those for which remissions are made.

### Charging Policy:

Charges will be made to cover the following activities:

1. The full costs of board and lodging on residential visits.
2. The costs associated with individual or small group tuition in the playing of a musical instrument, whether in or out of school time.
3. The full costs of activities which take place wholly or mainly outside of school hours, but which are not provided as part of the syllabus for a prescribed public examination and are not required in order to fulfil statutory duties related to the National Curriculum or to Religious Education.
4. The full costs of entering a student for a public examination not prescribed in regulations and for preparing the student for such an examination outside school hours.
5. The full costs of re-sits of prescribed public examinations where no further preparation has been provided by the school.
6. The full costs of entering a student for a prescribed public examination where the Governing Body has decided there are educational reasons for not entering the student.
7. The full costs of entering a student for a prescribed public examination, where the student fails to attend the examination without good reason e.g. sickness.
8. The cost of ingredients or materials for practical subjects where the parents have indicated in advance a wish to own the finished product.
9. The costs (full or partial at the school's discretion) of breakages caused by students. A charge is unlikely to be made for accidental breakage, unless the student was not heeding previously stated safety procedures. The recovery of the full cost of deliberate breakage or vandalism will be sought by the school.

### Note:

The school is still able to ask for voluntary contribution from parents where a student undertakes an activity for which they are not allowed to charge. The school will not, however, insist on payment, nor exclude a student from any activity for which a charge is not permitted if the voluntary contribution is not made.

## **Remissions Policy:**

Remission of charges for parents in receipt of for example Low Income Assistance, Income Support will be allowed for the following activities:

1. Costs towards board and lodging on residential visits in school time.
2. Costs towards board and lodging on residential visits outside school time which are covered by the following criteria:
  - a) To fulfil any requirements specified in the syllabus for a prescribed public examination.
  - b) Specifically to fulfil statutory duties relating to the National Curriculum imposed by Section 10(ii) of the 1988 Act.
  - c) Specifically to fulfil statutory duties relating to Religious Education imposed by Section 10(i)b.
3. The costs associated with individual or group tuition of the playing of a musical instrument, whether in or out of school hours.
4. The costs of individual instrumental music tuition will also be remitted in all cases where the individual tuition is provided as part of the syllabus for a prescribed public examination or is required by the National Curriculum.
5. The full costs of entering a student for a prescribed public examination where the Governing Body has decided there are educational reasons for not entering the student will be remitted should the student gain a pass grade in the said examination.

The Headteacher may use her discretion for cases of genuine hardship or situations arising from exceptional circumstances.

Adopted by the Governing Body

Dated: 27<sup>th</sup> January 2007