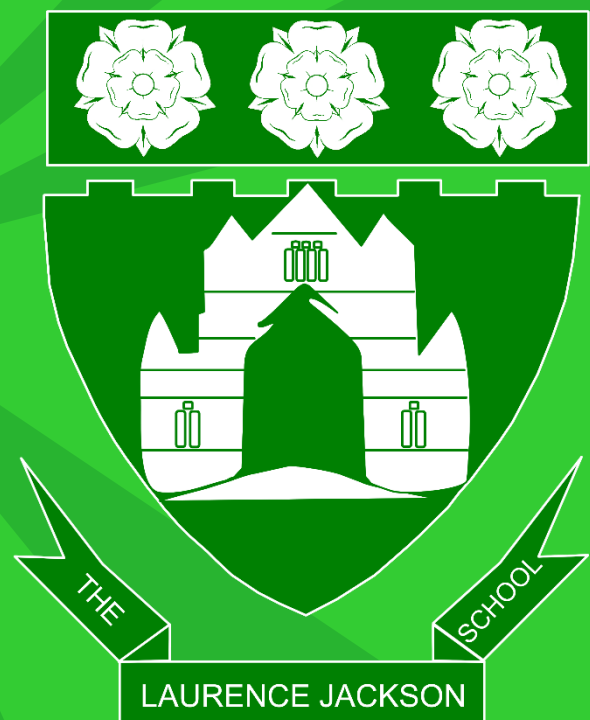


CHARGING POLICY



Reviewed and adopted by Governors Nov 2017
Next Review:

Author	Statutory changes	Doc version	Date
Josie Lawrence	N/A	Version 1	Nov 2017

This policy relates to:
Educational Visits Policy

Table of Contents:

- 1 Curriculum Costs**
- 2 Public Examinations**
- 3 Activities outside the main curriculum**
- 4 Specialise – Sport and PE, Most Able and Talented students**
- 5 Gateway – cashless catering**
- 6 Music Tuition**
- 7 Breakages, loss and damage**
- 8 Other costs**

Purpose and key responsibilities

This policy reflects the advice received from the Local Education Authority regarding assistance that may be available with school costs. Parents/carers who believe they may be eligible for financial support for travel costs should contact the School Transport Unit on 01642 776926. Application forms for Free School Meals are available from the main school office.

Where a student is eligible for Free School Meals the school will give consideration to subsidising the cost to allow the student access to the full curriculum. Parents/carers should telephone the school on 01287 636361 and speak to their child’s Year Leader in the first instance.

1 Curriculum Costs

Technology Faculty

KS3/KS4

- A contribution is requested each year for Textiles, Resistant Materials and Graphics. Students are expected to provide their own ingredients for some Food Technology lessons. Ingredients are provided for experimental lessons.

KS4 Drama – Performance (Option)

- Each student will be required to take part in two theatre visits to enable completion of the written paper. Parents will be requested to make a financial contribution towards this element of the course.

KS4 Hairdressing/Beauty/Construction

Redcar and Cleveland College Courses (Option)

- Each student and their parents will be required to sign a contract giving various undertakings and agreeing to repay the college fees should the student be asked to leave the course because of behaviour or attendance issues.
- Occasionally parents may be asked to make a voluntary contribution towards any travel costs when coaches have to be used rather than school mini buses.

2 Public Examinations

2.1 If a student, with parental/carer agreement, is entered for a public examination not on the prescribed list, this is treated as an 'optional extra' and the actual cost of the examination fee must be met by the parents/carers.

2.2 If students fail, without good reason, to complete the examination requirements for any public examination for which the school has, or is liable to pay the examination fees, the school will seek to recover the cost of the examination fees from the parent/carer. Failure to complete the examination requirements includes failure to complete necessary coursework and/or failure to attend a component of the final written examination. Where a student is absent through illness on the day of a written examination, the parents/carers must provide a medical certificate.

Parents/carers who fail to pay the examination fees invoice will be asked to attend a meeting with SLT.

3 Activities outside the main curriculum

In general there is no funding for such activities and parents/carers who wish their child to participate will be required to meet the costs in full. The cost of such activities can include an appropriate element for:

- a) a student's travel costs
- b) a student's board and lodging costs
- c) materials, books, instruments or other equipment as required by the activity
- d) entrance fees to, for example, museums, castles and theatres
- e) non-teaching staff costs

Parents/carers will be asked to pay costs in full prior to the activity. For activities with a significant charge payment will be by instalments. For parents/carers suffering financial hardship the amount of such instalments can be negotiated on an individual basis with the teacher in charge.

- Lower School Activities Day
- Alton Towers
- Year 11 Prom

All students are asked to pay the full cost of the above trips.

4 Most Able and Talented Students, Sport and PE

Families can apply for a bursary by contacting the school. Bursaries will be granted to students to a maximum amount of £50.

5 Gateway/Cashless Catering

When parents/carers use the School Gateway system it allows the school to mitigate the risks associated with cash handling, Please see Appendix 1 for further information.

6 Music Tuition

GCSE students only - The School Concert Fund (funds raised by the Music Department) is available to support payment of additional tuition fees if requested by parents/carers.

7 Breakages, loss and damage

Where there is clear evidence that a student has damaged school property through inappropriate behaviour (e.g. broken a window) or defaced, damaged or lost educational equipment (e.g. a textbook) belonging to the school, the parents/carers will be requested to make a contribution towards the replacement costs involved.

8 Other costs

The school will consider any written requests for remission of costs associated with the education of students that are submitted by their parents/carers. It cannot be guaranteed that any remissions can be made.

Appendices

1 School Gateway Guide

