



CHARGING & REMISSIONS POLICY

Charging & Remissions Policy

Sections 449-462 of the Education Act 1996 set out the law on charging for school activities in schools maintained by local authorities in England.

The School Governors anticipate that it may be necessary from time to time to amend the policy but, if so, parents will need to be notified accordingly.

Introduction

The Governing Body of Reddish Vale High School emphasises its commitment to the continuing provision of free education for all. The Governing body recognises though, that certain activities may be organised by the school either wholly or mainly outside school hours which are not required as part of a syllabus for a prescribed public examination and are not required in order to fulfil statutory duties relating to the National Curriculum or to religious education and which may therefore be liable to a charge. Further, the Governing Body reminds parents that they are responsible for the provision of school uniform as set down in the school's policy on uniform. Parents are also liable for the cost of travel from home to the place of education when that travel is undertaken on transport not provided by the LA or school; are liable to charges to meet the cost of an activity organised by a third party with the parents' consent; and are liable to meet the cost of ingredients, equipment materials etc. for practical subjects when the result of the lesson is a finished product which parents wish to own.

School hours are those when the School is actually in session. They do not include the mid-day break.

School hours are: 08.35 to 13.10
 13.50 to 14.50

This policy confirms the right of the School to invite voluntary contributions for the benefit of the School or in support of any activity organised by the School whether during or outside School hours.

No charge will be made (except at (1) to (4) below) for any activity offered to pupils during the school day.

No charge will be made (except at (1) to (5) below) for any activity, which is organised by the School outside the school day.

1. Charges may be made for the actual cost of tuition to individuals or groups of no more than four in the playing of a musical instrument not being part of a syllabus or prescribed examination where parents have indicated their agreement in advance.
2. Charges may be made for materials, books, instruments, equipment or ingredients required for practical subjects where parents have indicated in advance that they wish the pupil to own them or the product made.
3. Charges may be made for board and lodging for a pupil on a residential visit.
No charge in respect of board and lodging will be made for pupils whose parent(s) or guardian(s) is / are in receipt of any of the following state benefits: Income Support (IS), Income-Based Job Seekers Allowance (IBJSA), support under Part VI of the Immigration and Asylum Act 1999, Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed £16,190* (financial year 2013-2014), the guarantee element of State Pension Credit, and an income related employment and support allowance that was introduced on 27 October 2008.
4. Charges may be made for transport that is not required to take the pupil to school or to other premises where the local authority / governing body have arranged for the pupil to be provided with education.

- Charges may be made for other activities, which are recognisably distinct from the curriculum where parents have indicated their agreement in advance.

Damages and Losses

Charges may be made for the cost of repairing or replacing any damaged school property or school item resulting from a pupil's inappropriate behaviour.

Charges may be made for the cost of replacing any school property or school item, which has been loaned or hired to a pupil and not returned.

Remissions

The discretion to remit in whole or in part any charge, which may be made by the College, has been vested in the Headteacher. Applications should be submitted using the attached application form. For low value amounts, below £100, remissions are at the budget holder's discretion.

Remission may be made on the grounds of educational considerations with regard to both the pupil and the College needs.

Remission may be made on the grounds of financial considerations with regard to both the pupil and the College needs.

Remissions may be made on a group or an individual pupil basis.

Examinations

Charges may be made to recover the wasted examination fee from the parent of a pupil who without good reason has failed to complete any examination requirement.

Charges may be made to recover the entry fee for a public examination other than those on the prescribed list as determined by the Secretary of State.

Charges may be made to recover the cost of examination preparation conducted outside school hours in respect of any public examination other than those on the prescribed list as determined by the Secretary of State.

Charges may be made to recover the cost of examination re-sits where the School has provided no further preparation.

A charge of £10 will be levied for production of exam certificates and / or results if not collected from the college within one month of the Awards evening.

Application for Remission from / or Contribution to Charges

Name of Learner:	Year Tutor Group:
Name of Parent / Carer:	Signature of Parent / Carer: Date:
Activity funding required for:	
Amount requested: £ Cost Centre:	Tick if any of criteria met: Eligible for FSM Deprived area postcode Faced with significant barriers (e.g. LAC / Young Carer / disability)
Reason for application / circumstances:	
Return to: Director of Finance Reddish Vale High School Reddish Vale Road Reddish Stockport SK5 7HD	

Review Date December 2016