



Nailsea School

Charging Policy

Policy start date: September 2018

Headteacher Mrs D. Elliott

Charging Policy

1. Rationale:

- 1.1 The Education Act (1988), with DES 2/89 makes it essential for the governors to make their charging policy explicit.

2. Purpose:

- 2.1 to describe what the school may expect parents/carers to pay for
- 2.2 to describe what the school will not expect parents/carers to pay for
- 2.3 to describe the circumstances under which voluntary contributions may be requested from parents/carers

3. Guidelines:

- 3.1 During school hours [timetabled time + registration] parents will be expected to pay for;
 - 3.1.1 Individual music tuition except where it is specified in the syllabus of a prescribed public examination to fulfil statutory duties relating to the National Curriculum.
 - 3.1.2 The board and lodging element of all residential visits.
 - 3.1.3 Transport direct from home to an activity sanctioned, though not provided by the school, such as work experience
 - 3.1.4 The cost of ingredients and materials where parents have indicated in advance that they wish to own the finished product.
 - 3.1.5 The loan of a locker for the students, for the duration of their time at the school.
 - 3.1.6 Replacement ID card, should the original be lost, damaged or mislaid
 - 3.1.7 Any printing desired by pupils which is non-exam based or printing which is not related to coursework, such as homework. There will not be a requirement to print non-exam or coursework based work.
 - 3.1.8 The school reserves the right to pass on any additional cost for extended activities within school time to cover costs of such trips/activities.
- 3.2 Outside school hours parents may expected to pay for;
 - 3.2.1 Optional Extras, [an Optional Extra is an activity that take place wholly or mainly outside school hours and which is unrelated to the syllabus requirements of a prescribed public examination or to statutory duties relating to the National Curriculum or Religious Education] provided that participation is on the basis of parental choice and a willingness to meet the charges.
- 3.3 Parents will not be expected to pay for;
 - 3.3.1 Essential requirements for an examination syllabus or examination, including the printing of coursework or that required for examinations/moderation
 - 3.3.2 Tuition and essential equipment or materials for courses [other than detailed above] organised on the school timetable
 - 3.3.3 Public examination fees with the following exceptions;
 - 3.3.3.1 Examination entries where the school has not prepared the student for a prescribed examination in that academic year.
 - 3.3.3.2 Entries for non-prescribed examinations.
 - 3.3.3.3 Re-scrutiny of examination papers – where such re-scrutiny is not supported by the school.

3.3.3.4 Entry fees where, without good cause, a student has failed to complete the examination requirements

3.3.3.5 Entry-fees where a re-sit is required

3.4 Parents/ carers will be expected to reimburse the school for wilful damage to school property, or damage resulting from inappropriate behaviour, for which their child is responsible.

Additionally, for the loss or non-return of text books or other items of school property, a charge will be levied

3.5 Voluntary contributions will be expected to cover the costs of school trips and visits, or for materials for enrichment activities. Failure to raise sufficient funds to cover the costs of a trip may result in the trip being cancelled and any funds collected returned.

3.6 School productions and concerts will charge for entry to cover costs and to raise funds for future events and/or charity.

4. Review:

4.1 This policy will be reviewed at 3 yearly intervals and will be next reviewed September 2021

4.2 The chair of Resources Committee and Business Manager are responsible for the review.

5. Related Documents:

5.1 Charging for School Activities (DfE publication) – May 2018

5.2 Education Act 1988