

THE CHARGING AND REMISSIONS POLICY OF GRAHAM RAINCLIFFE FEDERATION

The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs and trips can make towards a student's education.

The Governing Body aims to promote and provide such activities as part of a broad and balanced curriculum for the students of the Graham Raincliffe Federation and as additional optional activities.

Charging:

The Governing Body will make a charge for each student for activities organised by the Federation in the following circumstances:

- The full cost of activities, including board and lodging for residential activities, deemed to be optional extras taking place outside school hours.
- The cost of providing individual instrumental tuition where this does not occur within a club and of maintaining musical instruments provided by a school of instrumental tuition
- The cost of materials, ingredients or equipment for certain aspects of the curriculum if the parents have indicated in advance that they wish to own the finished product.
- At their discretion, a charge may be made for replacement of any item of school property that is lost or damaged.

The Governing Body may, from time to time, amend the categories of school properties for which a charge may be made.

Nothing in this policy precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of providing additional activities for students.

Remissions:

- 1) Where a visit is designed to fulfil a statutory requirement (e.g. any requirements of the national curriculum) no charges will be made for either activities or transport. The actual cost of board and lodging of a residential visit will be charged, but remitted in full for families in receipt of specified benefits.
- 2) Where a visit is deemed to be in school time (the number of half-day school sessions missed is 50% or more of the half-days taken up by the visit), then the same conditions outlined in 1) above will apply.
- 3) Where a visit is deemed to be out of school time the full cost of the visit will be charged.
- 4) Families will be invited to apply in confidence for remission of charges in part or full. Authorisation for remission will be made by the Head Teacher.

No child will be excluded from an activity within school hours on the grounds of inability to pay. However, the school reserves the right to postpone or cancel an activity if insufficient funds have been raised.

Date:

Signed:

Chair of Governors

Review date: October 2014

October 2011