



HUNGERHILL SCHOOL

**CHARGING & REMISSIONS POLICY
FOR SCHOOL ACTIVITIES**

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Introduction:

The Board of Governors of Hungerhill School recognises the valuable contribution that a wide range of additional activities including clubs, trips and residential experiences can make towards pupils' personal and social education. It aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

1. Charging for School Activities

With one or two exceptions the 1988 Education Reform Act does not allow parents to be charged for the following activities:

- (i) those taking place during school hours
- (ii) those taking place outside school hours if they are needed to fulfil any requirements specified in the syllabus for a prescribed public examination or specifically to fulfil statutory duties relating to the National Curriculum or Religious Education.

The policy of the school's Board of Governors with regard to charging is as follows:

- a) Parents must pay for the board and lodging element of residential trips during school time, subject to the remissions policy contained in Section 3 of these guidelines.
- b) Parents will be charged in full for the costs of residential or other visits held out of school time, which are regarded as "optional extras". When such visits are provided as a required part of the syllabus for a prescribed public examination, or required in relation to the National Curriculum or religious education, then only the board and lodging element may be passed onto parents subject to the remissions policy in Section 3.
- c) The cost of examination fees, where the examination preparation has not been carried out at school is to be charged to parents.
- d) Where, in the opinion of the Head and Governing Body, there are educational reasons for not entering a pupil for a particular examination, should the parent still wish to enter the pupil, then the fees are to be recovered.
- e) Examination fees may be recovered where the pupil fails to take the final examination, without good reason.
- f) Charges may be made for teaching either an individual pupil, or pupils in a group of up to four, to play a musical instrument, if the teaching is not an essential part of either the National Curriculum or a public examination syllabus being followed by the pupil.

- g) Parents may only be charged for, or asked to supply ingredients or materials for design and technology lessons when they have indicated, in advance, that they wish to own the finished product.

2. VOLUNTARY CONTRIBUTIONS

The cost of activities taking place in school time, where charges may not be made, may be provided through voluntary contributions from parents. Please note that nothing in this policy statement precludes the Governing Body from inviting parents to make voluntary contributions towards the cost of activities. In the past many activities have only been made possible by inviting parents to make contributions, and the Governors hope that parents will continue to give their full support by contributing voluntarily to similar activities in the future.

3. REMISSION OF CHARGES

The policy of the Board of Governors is as follows:

- a) Costs payable by parents for the board and lodging element of residential trips held during school time, or outside school hours in accordance with paragraph i b) of these guidelines, to be remitted where parents are in receipt of Income Support or Family Credit.

NOTES

Charges are, by definition, only those costs which the Act allows to be charged to parents, and which the Authority, with the regulations, has decided should be passed on to parents. The Authority has decided to charge parents for certain activities, as indicated in Section 1, but the remission policy applies only to the board and lodging element of residential trips which qualify. No other charges are subject to the remissions policy.