Handsworth Wood Girls’ School

Charging and Remissions Policy

February 2017
HANDSWORTH WOOD GIRLS’ SCHOOL: CHARGING POLICY

Introduction

Charges may be levied by Governing Bodies or LA’s which are payable by parents or students. When considering the charging policy for Handsworth Wood Girls’ Academy the Governors felt it important to take into account both the educational and social needs of the students within the catchment area of the school.

Many of our Students are vulnerable to problems that arise from high unemployment and social deprivation. The academy offers facilities to young people from many different cultures providing us with the challenge and opportunity to enhance the lives of these young people. We wish to reflect this is in our charging policy and the aims are:

- To make activities accessible to students regardless of family income.
- To provide a process which allows activities to take place at a minimum cost to parents/carers, pupils and the Academy.
- To acknowledge the cost of such activities to the Academy budget but not seek to recover more than the true cost of the activity.

The policy does not include:

- The National Curriculum.
- Prescribed public examinations.
- Statutory religious education.

Charging Policy

A contribution to the cost of an activity may be requested for the following:

**Trips in curriculum time**
- To cover costs incurred for entrance fees and transport.

**Approved Residential Activities**
- To cover the board and lodging element of approved residential activities deemed to take place in school hours.

**Peripatetic Instrument Tuition**
- To cover the cost peripatetic instrument tuition which exceeds the subsidy agreed by governors annually.

**Activities outside of School Hours**
- The cost to each pupil of all approved activities deemed to be optional and outside of school hours.

**Examination Fees**
- The costs relating to the failure of a student to fulfil the examination requirement of a public examination without good reason as defined by whichever body paid the fee.
- Tuition fees for an examination if given outside school hours. This fee must not exceed the actual cost of providing this optional extra and no element of the school...
staff cost can be included unless staff have been specifically engaged under contract for that purpose.

- Where a student is entered for an examination for which the academy did not prepare the student i.e. private tuition or the re-sit of an examination.

**Loss or damage**
- The Academy will seek to recover the full cost of damage to, or loss of, Academy property whether caused wilfully or by negligence or students.

**Remissions Policy**

- Whilst voluntary contributions may be requested for academy activities there is no obligation to contribute and no student whose parent/carer does not make a contribution will be treated differently on this account.

- The Governing Body may wish to remit in full or in part the cost of other activities for particular groups in case of family hardship. The Headteacher, on behalf of the Governing Body will be responsible for authorising any such remission.

- In keeping with our commitment to close the achievement gap and fund PEPP we will use Pupil Premium to fund trips and residential experiences in greater proportion where it increases engagement and/or raises achievement.

Any matters arising from the implementation of this policy will be resolved by the Headteacher and/or the Chair of Governors and reported to the next meeting of the Finance Committee.

Reviewed: February 2017

Next review date: September 2018