

# Charging And Remissions Policy

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Headteacher: **Mrs J Gray, MSc, NPQH**

St Michael's Church of England High School • Rowley Learning Campus • Curral Road • Rowley Regis • West Midlands • B65 9AN  
Telephone: **0121 561 6881** • Fax: 0121 561 6882 • email: [contact.staff@st-michaels.sandwell.sch.uk](mailto:contact.staff@st-michaels.sandwell.sch.uk)

## **Contents**

- 1. Statement of Intent**
- 2. Context**
- 3. Charges**
- 4. Activities outside School Hours**
- 5. Individual Instrumental Tuition**
- 6. Damage/Loss of Property**
- 7. Remissions**
- 8. Voluntary Contributions**
- 9. General**
- 10. Policy Review**

**Statement of Intent**

The governing board of St Michael’s Church of England High School recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards a student’s personal social and academic development. The governing board 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.

Signed by: \_\_\_\_\_  
Headteacher

Date: \_\_\_\_\_

Signed by: \_\_\_\_\_  
Chair of Governors

Date: \_\_\_\_\_

## **Context**

Whilst recognising that legislation provides schools with the discretion to charge for optional extras provided wholly or mainly in school hours and 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, the school will always take particular account of students whose families are suffering financial hardship. Decisions will be made on educational grounds and the school will endeavour to ensure that any activities which are deemed to take place mainly or wholly in school hours do not disrupt students' education.

## **Charges**

The governing board reserves the right to make a charge in the following circumstances for activities organised by the school.

### **Activities outside School Hours**

The full cost to each pupil of all approved activities deemed to be optional extras that are not a necessary part of the curriculum.

### **Individual Instrumental Tuition**

Parents may be charged a set fee (this fee is subsidised by the school) approved by the finance committee of the governing board for peripatetic music provision pupil premium full update relating to pupil premium is on our website. Please refer to our pupil premium policy.

### **Damage/Loss of Property**

A charge will be levied in respect of wilful damage, neglect or loss of school property (including premises, furniture, equipment, books or materials). The charge will be the cost of replacement or repair, or a lower cost may be set at the discretion of the headteacher. A charge will be levied in respect of wilful damage, neglect or loss of property (including premises, furniture, equipment, books or materials) belonging to a third party, where the cost has been recharged to the school. The charge to be the cost of replacement or repair, or a lower cost may be set at the decision of the Headteacher.

### **Remissions**

There will be no obligation for any parent to make a contribution towards the cost of school activities. Pupils will not be treated differently whether or not their parents have made a contribution. The governing board may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents will be invited in confidence for the remission of charges in full or in part. The headteacher, in consultation with the chair of governors, will make authorisation for such remission.

### **Voluntary Contributions**

Voluntary contributions may be requested from parents to support the cost of the following activities: Transport costs, entrance fees, school visitors

### **General**

The governing board may, from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the governing board from inviting parents to make a voluntary contribution towards the cost of additional activities, which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying student will be excluded on the grounds of voluntary contributions.

**Policy Review**

This policy will be reviewed on a two yearly basis by the headteacher in agreement with the governing board.