



The Derby High School  
POL010  
Charging and Remissions  
Policy

2016-17

Audience: Public

# CHARGING AND REMISSIONS POLICY

## OUTLINE

In accordance with the provisions of the Education Reform Act 1988, the Governors and Managers of The Derby High School hereby set out their policy with regard to charges and remissions that will pertain with respect to certain specified activities that are or may be associated with the operation of the school.

The policy below represents the School's stance in most respects. However, it should be noted that the school regularly supports educational opportunities for students in receipt of the pupil premium and wherever possible costs are mitigated by contributions from the school. Examples of this can be provided by the school.

## REVISION LOG

<b>Change Date</b>	<b>Reason for change</b>	<b>Details</b>	<b>Approved By</b>
Autumn 2016	Document Created	First Revision	School Governing Body
Autumn 2017	Annual Review		School Governing Body

## 1 INDIVIDUAL INSTRUMENTAL TUITION

The school co-ordinates a wide range of individual instrumental tuition. Please contact the school for further details regarding these charges. Opportunities are available for pupils on the premium; enquire from the head of department.

## 2 THE USE OF PUBLIC TRANSPORT BETWEEN HOME AND WORK EXPERIENCE

The school will require that the whole cost should be borne by parents.

## 3 THE COST OF INGREDIENTS AND MATERIALS WHERE PARENTS WISH TO OWN THE FINISHED PRODUCT

The school will require that the cost of the materials be borne by parents. Assistance is provided for pupils on the premium where some ingredients are supplied in school.

## 4 ACTIVITIES WITH NO FINISHED PRODUCTS

With respect to activities where the parents may not wish to own the finished product or where no finished product is available, parents may be requested to voluntarily contribute materials or money.

## 5 EDUCATIONAL VISITS

**Visits associated and necessary for education that is free under the terms of the 1988 Education Act:**

Pupils will be asked to provide voluntary contributions to cover the cost of the trip.

**Visits that are voluntary and wholly or mainly outside school hours and are not part of the syllabus in any significant respect:**

Pupils will be charged the full cost of the visit including transport, accommodation, insurance and related charges. Remission will not apply in these circumstances. Members of staff accompanying such visits will be separately engaged and covered by expenses only contract which might involve a degree of subsidy from the sum collected from pupils.

## 6 PARENTAL REQUESTS FOR THE CHECKING OF PUBLIC EXAMINATION RESULTS

In such cases where the request is not strongly supported by the school, the full cost of checking will be borne by the parent(s) making the request.

## 7 ENTRANCE FOR EXAMINATIONS WHEN NOT PREPARED IN SCHOOL

The parents of pupils wishing to enter in these circumstances will be required to bear the full cost.

## 8 NON-PRESCRIBED PUBLIC EXAMINATIONS

The cost of entry and preparation for such examinations shall, in all cases, be charged at the discretion of the school. Where there is a mutual agreement, the school will meet the cost. Where only the parent(s) wishes the entry and preparation to occur, the parent(s) will meet the cost.

## 9 COST OF WASTED PUBLIC EXAMINATION FEES

The school and/or the Local Authority will exercise the right to recover the cost of such entries from the parent(s) of pupils concerned where a pupil has failed, without good reason, to complete examination requirements for public examinations.

## 10 COST OF BREAKAGES, DAMAGE AND LOSS OF BOOKS, MATERIALS, EQUIPMENT AND SCHOOL FABRIC AND FITTINGS ARISING FROM PUPILS' BEHAVIOUR

The parent(s) of pupils occasioning such damage, loss, etc. will be charged according to the value of the item or items concerned.

## 11 EDUCATIONAL ACTIVITIES ORGANISED BY GROUPS OR BODIES FROM OUTSIDE THE SCHOOL

Where it is judged appropriate and beneficial, the Headteacher may give permission, within the terms of the Education Acts, for pupils to participate during the schooltime in activities organised by groups or bodies from outside the school or its staff. In such instances, any costs or payments incurred would be a matter to be settled between the organising body or group in question and the parent(s) of the individual pupils concerned.