

**APPROVED**



# st. Wilfrid's

Catholic High School and Sixth Form College, a Voluntary Academy

## Charging for School Activities Policy (inc Remissions)

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<b>POLICY DOCUMENT</b>	<b>Charging for School Activities Policy</b>
<b>Legislation: Education/Other</b>	Legally Required document for Academy Schools
<b>Lead Member of Staff</b>	Headteacher /Academy Business Manager
<b>Lead Governor</b>	
<b>Revision Date</b>	November 2019
<b>Date last Reviewed</b>	December 2017
<b>Academy Council</b>	Full
<b>Review Frequency</b>	2 years
<b><u>Publication</u></b> <b>Web site</b> <b>Staff Shared</b>	<b>Date:</b> 7 <sup>th</sup> December 2017



**The Academy Council recognise the invaluable contribution, which educational visits and school journeys can make to the educational experience of the students. They are tremendously grateful for the efforts made by the staff to thus widen and improve the students' experience. It is their hope that such enterprises will continue and develop under the new legal position.**

**Educational Visits:** No charge will be made for visits which take place in school hours, are part of a prescribed examination syllabus, are part of the National Curriculum, or Religious Education programme. A charge will be made for all other visits.

**School Journeys which involve overnight stay:** A charge for board and lodgings only will be made for journeys which are part of a prescribed syllabus, the National Curriculum or Religious Education Programme. A charge will be made for all other journeys.

**Voluntary Contributions from Parents:** There is no obligation for any parent or guardian to make a contribution. In addition, pupils of parents who do not make a contribution will not be treated differently to those pupils of parents making a contribution. However, there may be occasions when an event can not take place due to the lack of funding.

**Materials used in Technology, Home Economics etc.:** Parents will be asked if they wish their child to take home the finished product. If they do a charge will be made for the materials used.

**Uniform, PE Kit, Aprons:** Parents will continue to be required to provide the necessary items for school use. These are listed in this prospectus.

**Breakages and damage:** The school encourages responsible behaviour and care for the whole school environment. Where a student's bad behaviour results in damage to school property or equipment; their parents will be asked to pay for the necessary repair, or replacement.



**Examination Fees:** No charge will be made for fees for examination unless

- a) The school has not provided tuition for the examination (retakes)
- b) The student fails to complete the examination requirements including coursework requirements.
- c) The student opts to re-sit AS/A2/GNVQ module

In the latter case the Governing Body retains the right to judge each case individually and in the light of information made available to them.

**Policy on Remission of Charges:** The Head teacher, Councillors of Finance and Personnel Committee or the full academy council may decide not to levy charges in respect of a particular activity, if it feels it is reasonable in the circumstances. Complete remission of any charges for board and lodging for a residential trip will be made if:

- a) The education provided on that trip cannot be charged for; and
- b) The pupil's parents/carers are in receipt of Income Support, Child Tax Credit (provided that they are not entitled to Working Tax Credit and have an annual income, assessed by Her Majesty's Revenue & Customs, that does not exceed £23,000 from academy meeting on 13<sup>th</sup> May 2014, the guaranteed element of State Pension Credit and Income Related Employment & Support Allowance (introduced from 27 October 2008) or Income Based Jobseeker's Allowance.

**Voluntary Contribution:** All parents are asked each year to contribute up to £30.00 to provide support and services characteristic of a successful catholic school. As well as funding additional projects we believe a continued voluntary contribution from supportive families will significantly benefit our pupils.