



CHARGING AND REMISSIONS POLICY

This document is the property of Wearmouth Learning Trust and its contents are confidential and must not be reproduced without prior permission.

The Governing Body recognises the valuable contribution that additional activities including clubs, trips and residential experiences can make towards students' all round educational experience and their personal and social development. We aim to promote and provide such activities as part of a broad and balanced curriculum for the students of Monkwearmouth Academy. The Governors endorse the guiding principles of the Education Act 1996 particularly that no child should have his/her access to the curriculum limited by charges.

All students are entitled to full access to the compulsory Academy curriculum, regardless of parents/carers capacity to pay. No student will be disadvantaged due to financial hardship. Therefore no charge is normally made for any educational activities which form part of the national curriculum (including the supply of any materials, books, equipment etc). However, the Governing Body reserves the right to make a charge in the following circumstances for activities organised by the Academy:

Trips, Visits & Activities

The full cost to each students for any activities deemed to be optional extras taking place outside school hours; that is not part of the national curriculum, a syllabus for a prescribed public examination or part of religious education. This includes residential visits where a charge will be made for the cost of board, lodging, travel costs entrance fees and insurance.

During Academy time the transport board and lodging element of a residential experience and cost of additional activities which are deemed to be optional extras.

Details of any trip, visit or activity considered to be an optional extra will be communicated to parents/carers as early as possible to allow for consideration and financial planning. Costs are kept to a minimum and are calculated with the best information at the time.

Voluntary Contributions

The Governing Body may ask parents for a voluntary contribution towards the cost of any activity that takes place during school hours. Parents are under no obligation to make any contribution and students of parents/carers who are unable or unwilling to contribute will not be discriminated against. The contributions will not exceed the actual cost. In the event of insufficient voluntary contributions being made the activity may have to be cancelled and refunds will be given.

Materials

The cost of ingredients for food technology and the cost of materials for design and technology/art, if parents/carers have indicated that they wish to own the final product.

Individual/Group Instrumental Tuition

Although the law states that, in general all education provided during school hours must be free, instrumental and vocal music tuition is an exception to that rule. The cost for providing individual/group instrumental tuition is subsidised and will not exceed the cost of provision.

Children in care and as well as children who are in receipt of free school meals and/or pupil premium, who wish to have instrumental tuition, are entitled to free tuition.

Breakages

In cases of wilful or malicious damage to equipment or breakages, or loss of schools books or equipment on loan to students the Executive Headteacher may decide to make a charge. Each incident will be dealt with on its own merit and at his discretion.

Exams

If a student has not regularly attended the lessons for a particular examination subject, the examination fee may be requested in advance, refundable if the students attends for examination.

If, without a medical certificate explain the reason, a student fails to complete examination requirements for any public examination for which the Academy has paid an entry fee, the Governing Body may seek to recover the fee from the parent.

There may be a charge for examination entry where there is a request from the parent for additional subject entries to be made which are not supported by the Academy or in cases where the Academy believes for educational reasons the student should not be entered.

Where a parent/carer requests a revision of an examination result, the parent/carer is liable for any charge made by the examination board.

Lettings

The Academy will make its facilities available to outside users at a charge of at least the cost of providing the facilities. The scale of charges will be determined annually by the Finance Committee.

Remissions

The Governing Body may remit charges in full or in part to parents/carers after considering specific hardship cases. The Governing Body invites parents/carers to apply to their child's Head of Year in the strictest of confidence for the remission of charges to be considered.

General

The Governing Body may, from time to time amend the categories for which a charge may be made and reserve the right to review the Charging Policy as necessary.

This policy was updated in October 2018 and will be reviewed every 2 years or earlier if necessary.

Signed  Executive Headteacher Date 9/10/18

Signed  Chair of Governors Date 9/10/18

