



# Charging & Remissions Policy

**Ratified by Governing Body (date):**

**Signed on behalf of Governing Body:**

**Signed on behalf of Headteacher:**

**Review Date:**

## **Aims and Purpose of the Policy**

### **Charges will be made for:-**

- a) board and lodging on residential visits.
- b) activities which take place wholly or mainly outside school hours where such activities are not part of the curriculum.
- c) entering students for non-prescribed public examinations and re-sits of prescribed public examinations where no further tuition has been provided.
- d) absence from public examinations where there is no good reason/medical note for such absence.
- e) uniform and PE kit except on qualification for the following:
  - Income Support
  - Income Based Jobseekers Allowance
  - Income Related Employment and Support Allowance
  - Child Tax Credit with an annual income of less than £16,190, provided they are not receiving Working Tax Credit
  - the 'Guaranteed' element of the State Pension Credit
  - support under Part VI of the Immigration and Asylum Act 1999 (you will need to apply directly to the school not Bradford Council)
  - Working Tax Credit run-on (paid for 4 weeks after you stop qualifying for Working Tax Credit)
- Universal Credit
- f) individual instrumental tuition.
- g) wilful damage to school property, equipment or furniture.
- h) lost or damaged text or exercise books.

### **Voluntary contributions will be requested for the following:-**

Students whose parents do not make voluntary contributions may not be treated differently to other students.

- a) transport to and from a) and b) above, associated insurance, entrance costs and the cost of providing specialist instructors.
- b) alternative curriculum activities.
- c) musical instruments for individual tuition.
- d) materials, equipment, ingredients in cash or in kind where parents have made known in advance that they wish to own the finished product.

**Note:** Parents are reasonably expected to provide pens, pencils, rulers etc.

### **No charge will be made for:-**

- a) admissions
- b) education in school hours and where such education is part of the National Curriculum and RE curriculum.
- c) exam fees where students have been prepared for the examination.
- d) materials, books, other equipment or protective clothing.

## **Remission Policy**

Students who are eligible for 'free school meals' may not be charged for residential board and lodging costs which arise from any activity forming part of the curriculum nor for optional activities (see e. above)

