



Charging and Remissions Policy

Langley Park School for Boys

Last updated 2015





The Governors are required to determine and keep under review a Charges and Remissions Policy in respect of the charges it proposes to make for any Optional Extra or Board and Lodging.

OPTIONAL EXTRAS

An optional extra is an activity or provision organized or arranged by the school in which pupils participate voluntarily on the basis of parents willingness and ability to meet the associated costs. An optional extra is with two exceptions (Public Examinations and Music Tuition) all education or transport which is provided by the school wholly or mainly outside school hours and which is not specifically required to meet the school's statutory duty to deliver any component of the National Curriculum. There is no obligation on school authorities to provide optional extras.

Where the Board of Governors has decided to provide an optional extra the charge on the parents of participating pupils will be based on the full per capita cost. The Board of Governors may decide to subsidise part of the cost of the activity out of school funds.

Charges will be permitted for the following activities:

1. Music Tuition

The full costs associated with individual or small group tuition for a musical instrument, during or outside of school time, provided that the tuition is provided at the request of the pupil's parent. These charges will not be remitted.

2. Educational Activities

Charges will be made in respect of all activities which take place wholly or more than 50% outside school hours when the child's participation has been agreed in advance by the parent. The charge will include the cost of travel, entrance fees, materials, books and equipment and, where appropriate, board and lodgings, tuition fees and insurance cover.

3. Transport

A charge will be made when a pupil makes use of transport, other than transport provided by the school to attend an activity, and where the activity is not part of the National Curriculum. This charge will be based on the full economic cost. There will be no remission of this charge.

4. Public Examination Entries

There will be no charge for entering any approved public examination if the school has prepared the pupil for that examination. Charges will be made in respect of a pupil's entry for any examination for which he or she has not been prepared by the school or for any resit of a GCSE/GCE 'A' level module examination (the charge will include a £2 administration charge).

There will be no remission of these charges. (The school will pass on to parents any charge which may arise as the result of a parent's request to have a pupil's examination result scrutinized. There will be no remission of this charge).

5. Practical Subjects

Charges will be made for ingredients and materials needed for courses in practical subjects provided by the school where parents indicate, in advance and in writing, a wish to receive the finished



product - as an alternative the parents may provide the ingredients and/or materials. There will be no remission of charges.

6. Charging for 'finished products'

Where parents indicate in advance a desire to own the finished product of work prepared by students, a charge may be levied to cover the costs or ingredients or materials. This will apply in subjects including, though not limited to, Art and Design & Technology.

7. Breakages and fines

If a student is responsible for damage to property or equipment, or for the defacement or loss of a book, the parent may be asked to pay the full cost of any repairs or replacement.

BOARDING AND LODGING

Where a school activity involves pupils spending a night or nights away from home, a charge for board and lodgings will be made. Where such a residential trip is considered an "Optional Extra", this charge will not be remitted.

REMISSIONS

Remission of charges for Looked after Children or parents in receipt of the following benefits:

- (a) Universal Credit in prescribed circumstances
- (b) Income Support
- (c) Income Based Jobseekers Allowance (IBJSA)
- (d) Support under part VI of the Immigration and Asylum Act 1999
- (e) Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed £16,190 (Financial Year 2013/14)
- (f) The guarantee element of State Pension Credit and
- (g) An income related employment and support allowance that was introduced on 27 October 2008.

For the above, the following remissions are applicable:

- (a) The full cost of board and lodging on residential visits in school time;
- (b) The full cost of board and lodging on any visit that takes place outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education.

GENERAL

In accordance with Section 460 of the Education Act 1996 (as amended), nothing in:

- (a) the Education Act 1996 (as amended); or
- (b) this Policy Document; or



shall prevent the school from inviting parents to make voluntary contributions towards the costs of providing activities both within and outside school hours, provided that such contributions are genuinely voluntary, and that any request for contributions makes it explicitly clear that:

- (i) there is no obligation to contribute; and
- (ii) that in no circumstances will students be treated differently according to whether or not their parents make such contribution