



Medina House School Charging Policy

Rationale

A charging and remission Policy is a statutory requirement of the Governing Board and this policy addresses all areas where a charge is currently requested from parents for activities within and outside of school hours, as permitted by the Education Reform Act 1988.

The Governing Board recognises the valuable contribution that the wide range of additional activities, including trips, outings and residential experiences can make towards pupils' education and personal and social development.

The Governing Board aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional educational activities.

Guidelines on Charges

The Governing Board reserves the right to make a charge in the following circumstances for activities organised by the School:

- **Residential Trips**

The board and lodging element of the following residential activities deemed to take place within school hours.

- **Activities Outside School Hours**

The full cost to each pupil of all approved activities deemed to be optional extras taking place outside school hours, such as clubs, theatre trips and performances. This also includes residential activity holidays taking place outside school hours at the weekends or in school holidays. N.B FSM/LAC pupils will be subsidised/fully funded by school.

- **Ingredients, Materials, Instruments, School Performances etc.**

The cost of purchase (or hire of) ingredients, materials, equipment for school activities over and above curriculum entitlement.

- **Transport**

The cost of transport may be charged for school trips or where a pupil travels direct from home to an activity sanctioned but not provided by the School.

- **Charges by Others**

Parents may be expected to meet charges levied by others where these arise in connection with normal school activities including peripatetic music teachers, train, bus and ferry charges and entrance fees to establishments not owned by the Authority.

General

1. The Governing Board may, from time to time, amend the categories of activity for which a charge may be made.
2. Voluntary contributions may be sought from parents towards the cost of any activity taking place during school hours. Contributions must be voluntary and pupils will not be excluded from any activity.
3. The school makes use of its facilities to outside users at a charge. The scale of the charge is determined annually by the Governors and form part of our separate Lettings Policy
4. This policy will be reviewed on an annual basis by the Governing Board.

Remissions

When arranging a chargeable activity the Governing Board will invite parents in cases of family hardship to apply in confidence for the remission of charges in part or in full. Authorisation of remission will be made by the Head Teacher in consultation with the Chairman of the Governors.

Date Approved by Governors :

Signed : Chair of Governors

Date of review : November 2017

Charging Policy November 2016