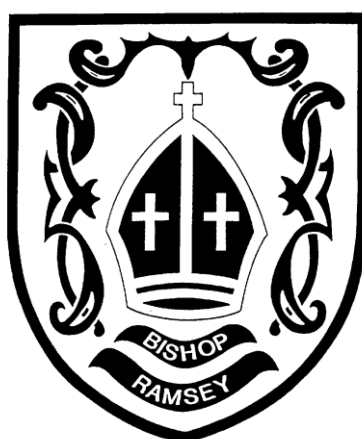


BISHOP RAMSEY CHURCH OF ENGLAND SCHOOL



CHARGING POLICY

Date of Policy:	May 2011
Last reviewed:	May 2017
Next review:	May 2020
Review Body:	Finance & Resources Committee (FRC)
Person Responsible:	Mrs. W. Bhad

Bishop Ramsey School Charging Policy

“You shall purchase food from them for money, so that you may eat; and you shall also buy water from them for money, so that you may drink.” Deuteronomy 2.6

1. Introduction

- 1.1 All education during school hours is free with the exception of individual or group music tuition (see 4 below). We do not charge for any activity undertaken during school hours as part of the National Curriculum.

2. School trips/visits and activities during in school time - voluntary contributions

- 2.1 When organising school activities, trips or visits which enrich the curriculum and educational experience of the students, the school invites parents/carers to contribute to the cost. All contributions are voluntary. If sufficient voluntary contributions are not made a proposed event would be cancelled unless school is able to cover the shortfall arising from parents/carers unwilling or unable to make a voluntary contribution. If the event does proceed each student would be allowed to participate fully without discrimination irrespective of contribution circumstances.
- 2.2 Parents/Carers have a right to know how each individual trip is funded. The school provides this information on request.
- 2.3 The following is a list of additional activities sometimes organized by the school, which require voluntary contributions from parents. These activities are known as ‘optional extras’. This list is not exhaustive:
- visits to museums and galleries;
 - enrichment days activities;
 - outdoor adventure activities;
 - visits to the theatre;
 - school trips abroad.
- 2.4 Parents/Carers will be given reasonable advanced notice of proposed visits/ activities and school will provide details of how each individual voluntary contribution amount has been determined. Staged payments may be arranged where contributions are significant.

3. Residential visits - Charges

- 3.1 If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education or travel expenses. However, we do make a charge to cover the costs of board and lodging and may invite voluntary contributions to meet other costs associated with the visit. Parents/Carers who receive specific state benefits are exempt from charges for board and lodgings and specific details of exemptions will be provided at the time that residential visit details are notified.

- 3.2** Parents/Carers will be given advanced notice of proposed residential visit opportunities together with an early indication of charges and voluntary contribution requests and staged payments may be arranged where contributions are significant.

4. Music tuition

- 4.1** All students study music as part of the normal school curriculum. We do not charge for this.
- 4.2** Visiting music teachers offer individual or small group music tuition at the school which is additional to the National Curriculum. We give parents information about availability of this facility at the start of each academic year and a charge is made for these lessons.

5. Public Examinations

- 5.1** No charge will be made for the entry fee if the examination is on the set list and the student has been prepared for it at school.
- 5.2** We may charge parents/carers the examination fee if a student fails without good reason to complete the requirements of a public examination where the school originally paid the entry fee. This will be decided by the Head Teacher.
- 5.3** If a student is resitting an examination, the parents/carers will be expected to pay to cover the full cost of the retake.

6. Out of School clubs and activities

- 6.1** The school offers some of out-of-school clubs such as climbing and reserves the right to charge for such sessions to cover the cost of provision.

7. Transport to Extra-Curricular Activities

- 7.1** Parents/Carers may be charged to cover the transport expenses associated with the extra-curricular activity. Charges for transport will be strictly based on covering actual costs (as defined in legislation) with no profit element.

8. Loss of/ Damage to School Property

- 8.1** Parents/Carers will normally be asked to meet the costs of repair/replacement of school property lost or damaged as a result of a student's misbehaviour/negligence. This will be at the Head Teacher's discretion.