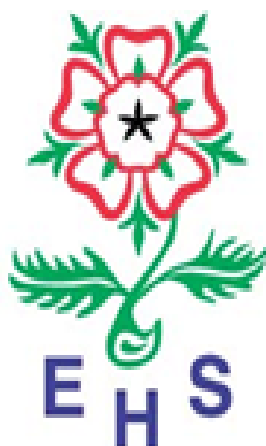


THE ELTON HIGH SCHOOL



CHARGING & REMISSIONS POLICY

Date Prepared	December 2018
Date agreed by Governors	11 March 2019
Date to be reviewed	December 2022
Person responsible	Jonathan Wilton

CHARGING AND REMISSIONS POLICY

The Governing Body of The Elton High School accept the following basic principles as underpinning the School's policy on charging and remissions:

- that charges made to parents must comply with the law
- that the School policy takes note of the Local Authority guidance in this area
- there should be an attempt to ensure that no student is disadvantaged through financial hardship
- that parents can be invited to make 'voluntary contributions' where appropriate
- there should be some discretion available to respond to individual circumstances
- parents and students should continue to work voluntarily to raise funds for both the School and specific charities

ACTIVITY/TYPE OF PROVISION

POLICY

1. Individual instrumental tuition	Cost to be borne by parents, with the exception of the parents of students following a course in GCSE Music. This policy is reviewed annually.
2. Use of public transport between home and work experience if provided	Cost to be borne by parents. Governors' discretion to consider parents' application for remission.
3. Cost of ingredients and materials where parents have indicated in advance a wish to own finished product	Cost to be borne by parents. If the product is not wanted parents will be invited to voluntarily contribute towards the cost of materials/ingredients.
4. 'Optional extras' provided wholly or mainly outside School hours	Cost to be borne by parents.
5. Board and lodging on residential visits during or out of School hours	Cost to be borne by parents. Governors' discretion to consider parents' application for remission.
6. Checking by examining body of public examination results at parent's request	Cost to be borne by parents.
7. Cost of entering a student for a prescribed public examination for which he/she has not been prepared by the School	Cost to be borne by parents.
8. Cost of entering a student for a non-prescribed public examination with parental agreement	Cost to be borne by parents. Governors' discretion to remit in part or wholly.
9. Cost of preparing a student for a non-prescribed public examination where the preparation takes place outside School hours	Bearer of the cost to be decided by the Governing Body according to the educational circumstances of the individual case.
10. Cost of wasted public examination fees	The Local Authority reserves the right to recover the full cost of entry fees which have been paid where a student fails without good reason to complete the examination requirements for any public examination.
11. Cost of wasted expenditure on 'optional extras' or board	Cost to be borne by parents.
12. Cost of breakages, damage and loss of books, materials, equipment, and School fabric and fittings resulting from students' behaviour	Cost to be borne by parents, taking into account the age and condition of the item broken, damaged or lost. Governors' discretion in the light of circumstances.