



BRANNEL SCHOOL

**POLICY FOR
CHARGING**

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Next Review: March 2019

The Governors have adopted the Cornwall LA Policy.

Four principles relating to charging and remission are contained in the Education Reform Act:

1. Education should be free.
2. Activities wholly or mainly during a school's normal working hours should be available to all students regardless of their parent/carer's ability or willingness to help meet the cost.
3. Schools have the discretion to charge for optional activities provided wholly or mainly outside of school hours.
4. Schools have the right to invite voluntary contributions for the benefit of the school, or in support of any activity arranged by the school, whether it is during or outside school hours.

VISITS

Optional visits wholly or mainly outside of school hours

The school will charge the full cost of visits that take place wholly or mainly outside of school hours, but which are not provided as part of the syllabus for a public examination and are not required in order to fulfil National Curriculum or RE statutory duties. The cost could include: travel, admission charges, insurance, meals and, if desired, a sum of money to enable some students to go on the visit without payment, or to cover teachers' travel costs (see paragraph 24 Circular 2/89).

Brannel School Governors have decided that a visit will proceed only if all those who wish to go pay the full costs with the proviso that the school will consider assistance to those families where there is genuine hardship.

Visits wholly or mainly during school hours

The school will invite voluntary contributions toward the cost of visits which take place wholly or mainly during school hours and which may, or may not, be provided as part of the syllabus for a prescribed public examination and may, or may not, be required in order to fulfil statutory duties relating to the National Curriculum or to RE. The cost could include: travel, admission charges, insurance, meals and if desired, a sum of money to enable some students to go on the visit without payment or to cover teachers' travel costs.

Residential Visits – board and lodging charges

It is the intention of the school to charge the full cost of board and lodging on visits taking place wholly or mainly during school hours, or if out of school hours, provided as part of the syllabus of a prescribed public examination or required to fulfil statutory duties relating to the National Curriculum or RE.

The Brannel School Governors do not intend to set aside monies to cover the costs of any student where the parents/carers are unwilling to meet the board and lodging costs or where parents/carers are unwilling to make a voluntary contribution toward the costs.

The cost of transport, admission charges, insurance etc. incurred during residential visits will not be charged although voluntary contributions will be requested and could become a necessary prerequisite for the visit to take place.

Individual Tuition – Musical Instruments

Individuals and small groups of up to four students will be charged for musical tuition in accordance with Section 280 of the 1993 Education Act. No charge will be made where the tuition is required as part of the syllabus for a prescribed public examination. The LA's charging policy will apply for LA staff and the school may facilitate the provision of lessons by private tutors who will make their own charging arrangements directly with parents/carers.

The remission categories to qualify for subsidised lessons are:

- Pupils eligible for Free School Meals/Children in Care/service families are entitled to free tuition.
- Working Tax Credit, Job Seekers Allowance or Disability Allowance families – lessons are subsidised through the Music Service and the school to invoice the parents/carers the difference in the cost of lessons.
- **Note: Families in receipt of Child Credit only do not qualify for subsidised lessons.**

Public Examination Entries

No charge will be made for entries for Public Examinations resulting from approved courses of study arranged by the school in normal time tabled lessons. The costs of entries will however be levied retrospectively in the case of students entered for examinations who fail to complete the examination without a valid reason.

Charges for ingredients, materials and equipment

The school will provide any ingredients, materials or equipment needed to meet the requirements of the curriculum. Parents/carers who are willing to contribute in cash or in kind, will be encouraged to do so on a voluntary basis. The school may charge for, or invite parents/carers to supply ingredients, materials and equipment where parents/carers have indicated in advance a wish to own the finished product.

Charges for breakages and damage

Brannel School Governors will seek payment from parents/carers for damage to equipment or property where the damage has been caused by their son/daughter.

Unpaid Charges

Sums payable by parents/carers for wasted examination fees, for optional extras to which they had agreed, or for board and lodging, are recoverable as civil debts. The School Governors will seek payment of any outstanding debt to the school.

COMMUNICATION WITH PARENTS/CARERS will be by way of standard letters supplied by the LA, adapted where necessary, to meet the Governors' amendments to the LA policy.