

# Parkstone Grammar School



## CHARGING POLICY

DATE APPROVED	May 2025
APPROVED BY	Finance & Premises Committee
NEXT REVIEW	May 2026
TYPE OF POLICY	Statutory



# CHARGES AND REMISSIONS

(in compliance with the relevant legislation)

## Education during school hours

### POLICY AIMS

The aims of our Charging Policy are:

- To adhere to the right of free school education
- To enable all pupils to take full advantage of the activities provided by the school

### CHARGES

The Governing Body recognises its duty, under the terms of the 1988 Education Act, to provide statutory education free of charge. This policy outlines this duty.

No charge will be made by the school with respect to books, materials, equipment or instruments required by students in connection with the study of the curriculum or in preparation for prescribed public examination of courses taught at the school. No compulsory charge will be made for incidental transport relating to these activities although voluntary contributions may be sought.

It is felt that parents would wish to provide students with basic equipment such as calculators and stationery.

Where additional materials are required for practical subjects, parents may well be asked to contribute part, or all of the costs on a voluntary basis. If parents have indicated in advance a wish to own the finished product of any practical session, then either a charge will be made or the materials will be asked for (as for example in Food Technology, Textiles and Art).

A charge will be made for individual tuition in the playing or hire of a musical instrument, except where it forms part of the syllabus for a prescribed public examination or is provided as part of the School Curriculum.

### School Visits

If the school is to provide a rich and complete curriculum, educational visits within school hours are not only desirable but essential. It would not be possible to finance all such visits out of school funds. Therefore, when a trip is planned, usually a voluntary contribution to cover the cost of the visit will be asked for. Whilst this contribution would be purely voluntary, if insufficient monies were received then the visit would be jeopardised and may not take place.

### Public Examinations

No charge will be made for entering students for prescribed public examinations for which the school has prepared its registered students.

However, the School reserves the right to make full charge on parents/carers in the following circumstances:



- for an entry if their child has failed to complete the coursework/controlled assessment requirements of a subject;
- if their child fails to attend for part or all of the examination;

Students who retake any public examinations and/or modules will be expected to pay the examination fees.

### **Breakages, loss/damage to materials**

Governors reserve the right to ask parents to pay for the cost of damage caused by negligence or vandalism. Lost or defaced books will also fall within this category.

### **Education Outside School Hours**

No charges will be made (except on the basis of a voluntary contribution) for education and associated incidentals provided outside school hours for registered students where education is:

- a) required as part of a syllabus for a prescribed public examination; or
- b) provided specifically to fulfil statutory duties relating to the School Curriculum; or
- c) provided specifically to fulfil statutory duties relating to religious education.

Charges will be made for education activities as optional extras beyond the above requirements outside school session time. Participation in any optional extra will be on the basis of parental choice and a willingness to meet such charges as are made. Generally, the full cost of such will need to be met by parents. (See Remissions)

A charge will be made for board and lodging where a school activity involves students in a night or nights away from home, excepting the remission of board and lodging charges for students whose parents are in receipt of a means tested benefit.

### **REMISSIONS**

As a general principle, when the parents/carers of a student are in receipt of a means tested benefit, but additionally in any case where financial hardship is cited, the school will consider remitting, partially or in full, the costs of board and lodging for any residential activity that it organises for the student, if the activity is deemed to take place within school hours, or where it forms part of the syllabus for a prescribed public examination. The decision as to when and how much remission or refund should be made or whether there is justification for providing additional financial support rests with the Headteacher.

### **SAFEGUARDING**

The school is committed to safeguarding of all students.

### **EQUAL OPPORTUNITIES**

The Governing Body believes that all pupils should have an equal opportunity to benefit from a balanced curriculum including school visits and activities independent of their financial circumstances. This policy outlines how we will do our best to ensure that we minimize the financial barriers which may prevent some pupils taking full advantage of the opportunities.



## **CORE SCHOOL VALUES / AIMS**

The school aims for all students to achieve their full potential and to develop a sense of self-confidence and self-esteem. It recognises the valuable contribution that a wide range of additional activities, including visits and students' residential experiences can make towards education. Parkstone Grammar School is committed to providing an inclusive education for all its learners.