

Torquay Girls' Grammar School

Charging Policy

Approved January 2013

Revised 15/06/2017

This policy is designed to show how charges will be levied for school activities.

Rationale

The Governing Body is required by the Education Reform Act of 1988 to agree the principles which will apply when charges are levied for school activities.

Aims

This policy will:

- Establish the basis on which charges are levied for curricular activities.
- Establish the principles on which charges are levied for extracurricular activities.
- Define the level of discretion available to the Headteacher for students experiencing financial hardship.

Strategy

The school will:

- Levy, except where pupils are entitled to statutory remission, (refer to Torbay Council) a charge for all board and lodging costs on residential visits.
- Levy a charge for all activities wholly or mainly outside school hours which are not part of the National Curriculum, statutory religious education or in preparation for a public examination.
- Levy no charge for examination entries except where:
 - a) the school has not prepared the student for examination in the year in which the entry is made, or
 - b) the student has failed for no good reason to complete the requirements of the examination or to attend for it.
- Levy no charge in respect of books, materials and equipment, instruments or incidental transport provided in connection with the National Curriculum, statutory religious education or in preparation for prescribed public examinations or courses taught at the school, except where parents have indicated in advance their wish to purchase the optional product.
- Request voluntary contributions from parents for school activities in or out of school time for which compulsory charges cannot be levied but which can only be provided if there is sufficient

voluntary funding, whilst ensuring that no pupil is excluded from such an activity by reason of inability or unwillingness to make such a contribution.

- Seek payment from parents for damage to or loss of school property caused wilfully or negligently by their children.
- Leave to the Headteacher's decision the proportion of the costs of an activity which should be charged to public or non-public funds.
- Delegate to the Head the determination of any individual case arising from the implementation of this policy.
- Recoup any direct costs arising from where staff have elected to take partners or children, except where the partner is acting as an assistant trip leader.
- Levy a charge to pupils for printing in excess of pupil's allocation.
- Levy a penalty charge for non-payment of invoices issued.

Note: We acknowledge that peripatetic music tutors offer chargeable instrument tuition to pupils. These lessons are charged directly to parents/guardians. However, if a pupil is eligible for free school meals, the school will subsidise the tuition to a maximum of 20 minutes tuition per pupil per week but no more than two thirds of the lesson cost (30 weeks per annum maximum).