

Eltham Hill School



Eltham Hill

SCHOOL

**CHARGING POLICY**

**Governors Committee: Operations**  
**Date Adopted/Reviewed: September 2014**  
**Date of next review: September 2017**

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## Eltham Hill School

### **Aims**

We believe that direct experience beyond school is a very valuable part of everyone's learning. Students at Eltham Hill School are offered a varied programme of enrichment and extension activities, visits out of school including residential and practical experiences. We shall do our utmost to ensure that all our students have the opportunity to benefit from such experiences. All educational activities that take place wholly or mainly during normal teaching hours should normally be available to all students regardless of their parents' ability or willingness to meet the cost.

### **Procedures**

The Governing Body recognises the need to charge for some additional activities including instrumental music lessons, field trips, concert and theatre visits and those provided wholly or mainly out of school hours.

In cases of family hardship or if a student attracts pupil premium funding parents may apply, in confidence, to the Principal for exemption from such contributions.

When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of students participating. There will be no levy on those who can pay to support those who cannot.

The school asks for parental contributions to our School Fund each year. The school fund pays for additional education activities from which everyone benefits e.g. school visit to the Globe Theatre.

The Table below indicates the charges that will be

<u>Activity</u>	<u>Comment</u>
Instrumental music tuition.	A charge will be made towards the total cost, which is reviewed before the start of each academic year. A charge will be made for examination entry. No charge will be made where learning an instrument is a requirement of the GCSE/A Level exam syllabus
Transport to Work Experience/Work Related Learning.	Parents will pay directly (except stated pupils where the statement refers to transport).
Activities outside school time not related to statutory duties.	Charges will be levied.
Board and lodging on residential visits.	Parents are to be charged.
Educational visits and field trips.	Parents will be asked for a contribution.
Recovery of wasted exam fees.	Parents to be charged.
Rescrutiny of exam results on parental request.	Parents to pay all charges.
Exam entry for prescribed exam for which students have not been prepared by school.	Parents to pay all charges. Exemption for examinations in a student's additional language

### **Remitting of Charges and Fees**

The charges may be waived in part/full where the student attracts additional Pupil Premium funding. In these circumstances the school will bear the cost from its budget.

### **Review**

The FPP Committee of the Governing Body will monitor the impact of this policy by receiving on an annual basis a financial report on those activities that resulted in charges being levied, the subsidies awarded (without giving names) and the source of those subsidies.