



CHARGING FOR SCHOOL ACTIVITIES POLICY

Originator	Reviewed by	Date of Review	Approved by	Date of Approval	Next Review Date	Website
NRE	R&A	27/06/2022	Board	04/07/2022	July 2023	Yes

“Excellence Every Day”

Our Mission

Our mission is to make sure that all our students, regardless of their circumstances, discover their personal best and thrive academically, individually and socially.

We are relentless in driving high expectations and make no apology for ensuring high standards across the school. We will continually ensure every student achieves excellent results, with high-quality teaching and a first-class curriculum, underpinned by outstanding cultural capital experiences and exceptional pastoral care.

Values

- Excellence**
- We strive for greatness in everything we set our minds to. We endeavour to do our very best and excel in all aspects of school life.
- Respect**
- We treat others in our diverse, inclusive community as we wish to be treated. We acknowledge individual differences yet join together in an uncompromising respect for each other.
- Responsibility**
- We understand that we own our actions. We work hard to understand our emotions and manage them effectively, whilst ensuring we put any mistakes right.
- Resilience**
- When we encounter challenges, we persevere and bounce back. We see setbacks as stepping stones to success and always give 100%.
- Ambition**
 - Our ambition knows no limits. We will push ourselves to be the best version of ourselves to ensure success.

The Policy

1. This policy statement sets out any charges for school activities.

Books and Equipment

2. Usually:
 - Most parents/guardians will buy their children their own pens, pencils, calculators, etc, although subject departments may loan such equipment on request
 - Most books and stationery are provided free but remain the property of the school however parents/guardians may wish to purchase books and other learning materials for home study
 - Parents/guardians of students who lose or damage books or equipment issued to them are expected to pay the cost of replacement or repair

Charging for Materials

3. Usually:
 - Parents/guardians of students who are on practical courses (e.g. Textiles, Resistant materials etc) and who wish their children to own the finished product may be charged for the materials used
 - When a charge is made by the school, only the costs incurred will be recovered and no profit made
 - No student will be excluded from any compulsory educational activity on the grounds of inability to pay for materials

Activities within the school day (excluding residential which are not part of an examination course) or part of an examination course

4. Any payment from parents/guardians for these activities is voluntary but if parents are unable or unwilling to contribute to make the activity possible and there is no way to make up the shortfall, the activity must be cancelled. No student will be left out of an activity because his/her parents/guardians cannot, or will not, make a contribution of any kind. Parents/guardians must contact the trip organiser or the Finance Office to discuss any concerns regarding payment well ahead of departure

Activities outside the school day (including residential which are not part of an examination course) and not part of an examination course

5. For these activities payment is required for students to take part

Residential Visits

6. Usually:
 - Payment will be required for all residential visits
 - The governors' policy is not to enter students for examination courses necessitating residential study mainly within school time

Public Examinations

7. Usually:
 - The Headteacher has the delegated responsibility to decide whether students are entered for particular examinations
 - The Headteacher has the authority to charge for examination entries in certain circumstances including re-sits. For further information please refer to the Examinations Policy
 - The Headteacher is authorised to request payment for wasted examination fees where a student fails, without good reason, to complete the requirements of any public examination

Loss and Damage to School Property

8. Parents/guardians of a student who loses or willfully/negligently damages any item of school property or equipment, including, for example, windows or computer equipment, are liable for the cost of repair with a minimum charge of £30.

Lettings

9. To charge all hirers of the school's facilities out of school hours in accordance with published price lists. Hire charges will be reviewed annually.