



**King Edward VI School
Bury St Edmunds**

**The following is an extract from the school Finance Policy approved by Governors
June 2017**

6. CHARGING AND REMISSIONS

- The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs, educational visits and residential experiences can make towards students' personal and social education.
- The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the students of the school and as additional optional activities.

The Governing Body reserves the right to make a charge in the following circumstances for activities organised by the school.

6.1 School journeys in school hours

The board and lodging element of all residential activities deemed to take place within school hours.

6.2 Activities outside school hours

The full cost to each student of all activities deemed to be optional extras taking place outside school hours. E.g. Theatre & Educational visits, lunchtime or after school clubs, residential journeys taking place mainly at weekends or school holidays, school plays, discos etc.

6.3 Instrumental music tuition

The cost to the student for providing individual instrumental tuition which takes place within or outside of school hours, unless it forms part of the syllabus of a prescribed public examination or the National Curriculum.

Resources are delegated to the Governing Body by the Local Education Authority for instrumental tuition. The Governing Body has the right to make a charge to parent/carer for all or part of the cost of providing such tuition. Charges will not exceed the cost to the school of such tuition.

A charge may not be levied where the tuition is provided as part of a recognised external examination course within the school's curriculum.

The decision about charges for instrumental music tuition will be reviewed annually and parents/carers will be informed.

6.4 Materials, instruments etc.

The cost of purchase or hire of instruments, materials, equipment or clothing (or the provision of them by parents/carers) in cases where it has discretion to do so

The Governing Body may charge for materials or require them to be provided if the parent/carer has indicated in advance that they wish to own the finished product.

6.5 Examination fees

- a) Where a student has not been prepared for a public examination by the school, the Governing Body may make a charge for the cost of entering the student for the examination if previously agreed by the parent/carer.
- b) If a student fails without good reason to complete the examination requirements for any public examination for which the school has paid (or is liable to pay) an entry fee then the Governing Body may recover the fee from the parent/carer.

6.6 General

- a) The Governing Body may, from time to time, amend the categories of activity for which a charge may be made.
- b) Nothing in this policy statement precludes the Governing Body from inviting parents/carers to make a voluntary contribution towards the cost of providing education for students.

REMISSIONS

Where the parent or carer of a student are in receipt of:

- Income support
- Income related Employment and Support Allowance
- Guaranteed element of State Pension Credit
- Child Tax Credit, as long as not in receipt of Working Tax Credit and have an annual income (as assessed by HMRC) that does not exceed £16190
- If you are supported under Part VI of the Immigration and Asylum Act 1999

the Governing Body will remit in full the cost of board and lodgings for any residential activity that it organises for the student if the activity is deemed to take place within the school hours or where it forms part of the syllabus for a prescribed public examination or the National Curriculum.

The Governing Body reserves the right to apply this criterion for remission in respect of other provision for which a charge is made.

In other circumstances, there may be cases of family hardship which make it difficult for students to take part in particular activities for which a charge is made. When arranging a chargeable activity the Governing Body will invite parents/carers to apply in confidence for the remission of charges in part or in full. Authorisation of remission will be made by the Headteacher.