



THE HESSLE FEDERATION OF SCHOOLS



CHARGING POLICY

Effective Date: April 2010

Date of minuted approval by the governing body: 15 April 2010

Review Committee: Finance and Premises

Review Date: April 2012

Aim

In conformity with the requirements of the Education Reform Act 1988, it is the policy of the Governing Body:

- To make a broad programme of activities and trips accessible to as many students as possible.
- To establish and maintain a fair and coherent system of charges within the constraints of the school budget seeking to ensure that no child should have its access to the curriculum limited by charges.

Practice

- Voluntary contributions will be requested for trips or activities which take place mainly within school hours. No child may be excluded because of inability to pay but the school is entitled to cancel the trip if the level of contributions does not meet its budgetary requirements
- When visits are directly related to a student / pupil learning, parents will be informed of this as soon as possible.
- Trips or activities which take place mainly out of school hours are chargeable.
- Board, lodging, insurance and travel costs will be charged on residential trips, subject to statutory exceptions.
- The cost of examination / test entries for subjects taught across The Federation will normally be met by the school. In cases where candidates, for no good reason, fail to meet the school's entry criteria or fail to attend for it then the parents will be asked to pay. Retakes - for AS / A2, once modules are cashed in candidates can have 2 further retakes which are at their expense. Any retakes for VCE / GNVQ are paid for by the candidate.
- For Y12 / 13 GCSE there will be no charge to a maximum of 2 additional entries. After which a charge will be made.
- In practical subjects / activities parents may be asked for the full or partial cost of material or ingredients if they have indicated in advance that they wish to own the finished product or if it was published prior to course selection (KS4 / KS5).
- Music tuition will be subsidised from The Federation budget but parents will be required to make a contribution of £40 a term for instrumental tuition by teachers of the Music Support Service.

- Private photocopying a minimum charge of 5p per A4 side may be made.
- In cases where charges are to be levied parents must be advised in advance and monies collected prior to the activity. Requests for financial help from parents will be considered by the Executive Head and/or Chair of Governors and if assistance is provided it will be within the limits of the school's budget. Complete confidentiality will be observed in all such matters.
- At Hessle High School bank charges of 35p per transaction for the use of Parent Pay facilities will be built into the charges made.