



Barnhill
COMMUNITY HIGH

Charging Policy for School Activities

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Ratification Date: December 2015
Reviewed – Every 3 years
Next Ratification: December 2018
Governor/Director owner: Chair of Operations Committee
Lead Staff Member owner: Operations Director

SCHOOL CHARGING POLICY

1. The 1988 Education Reform Act requires all Governing Bodies to have a clearly defined policy on charges and on the remission of charges for school activities and sets out the legal framework in which such policies have to be set. The policy statement must form part of the School Prospectus.
2. The Governing Body of Barnhill Community High has resolved that no charge may be made for any activity which takes place during school hours with the exception of individual music tuition; and no charge may be made for materials necessary to undertake any activity in school time such as Technology, except where the parents wish to own the finished product. In Food Technology students provide the ingredients for the meal/dish they are making for their own consumption. Where an activity is partly in and partly out of school time, it is deemed to be in school time if at least 50% of the time is during normal school sessions. For activities outside school time, no charge will be made if they form a required part of a public examination syllabus or are a requirement of the National Curriculum, or the agreed syllabus in Religious Education, except that the board and lodging element of a residential trip may be charged. Charges may be made for activities, the majority of which take place outside school hours (8.25am to 1.10pm and 1.50pm to 2.55 Monday – Thursday and 8.25am – 12.55pm and 1.35pm-2.40pm on Fridays), provided that they are not part of the required course.
3. Refundable deposits will be required for temporary lift keys and 6th form lockers. A non-refundable deposit will be required for lockers for year 7 – 11 and a replacement charge will be levied for any lost swipe cards.
4. Where a student has been prepared for an approved public examination, such as GCSE, GNVQ, RSA, GCE Advanced Level, no fee may be charged for entering that pupil into that examination. The Governors reserve the right, however, to recover examination fees from parents where part of the examination, be it a written paper or coursework, is not completed without good reason, such as illness supported by a Doctor's certificate.
5. The Governors also reserve the right to raise charges for damage to books, furniture and equipment, caused by carelessness, bad behaviour and vandalism if proven. Late library books and photocopying charges will be raised at the discretion of the librarian. Governors also reserve the right to charge for re-sits and appeals where appropriate.
6. The Governors will also seek from parents, from time to time, voluntary donations for activities, which, in the view of the Governors, it would be prohibitive to finance from within school funds. Student participation in any such activity that takes place will not be dependent upon making a donation, but the Governors reserve the right to withdraw any activity where donations have been sought if, in the opinion of the Governors the amount donated is insufficient to make the activity financially viable.
7. The Governors will remit charges for students where genuine cases of hardship are established to the Governors' satisfaction. Particular examples of such cases of hardship include those in receipt of means tested benefits but Governors will also consider other cases of hardship on their merits. The cost of such remissions will be found by the Governors from within school funds and will not be added to the costs of other pupils.
8. Day to day implementation of this policy will be in the hands of the Head Teacher, and parents should contact him initially with any matters that arise.

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