



The Attic

Charging and Remissions

Policy

Date of policy	February 2021
Date presented to Management Committee	February 2021
Date ratified by Management Committee	February 2021
Date for review	February 2023
Named Manager	Karen Lodge

Table of Contents

1. Introduction	1
2. Charges	1
2.1. School Journeys in School Hours.....	1
2.2. Activities outside School Hours	2
2.3. Materials & Equipment	2
2.4. General	2

1. Introduction

The Management Committee recognises the valuable contribution that the wide range of activities, including clubs, and trips can make towards a students' personal and social education. Many of the activities students will be expected to engage in form part of our adventure learning curriculum on Wednesdays. All students are provided with these activities and the transport to them free of charge, unless their behaviour warrants them to be transported separately, when a charge may be made.

The Management Committee 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.

Where we are providing activities beyond the normal school day, we recognise that we need to consider the implications for students on their journey home.

2. Charges

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

2.1. School Journeys in School Hours

The board and lodging element of residential activities deemed to take place within school hours except for those students whose parents/ carers are in receipt of:

- Income Support
- Income based job-seekers allowance
- Child Tax Credit, no Working Tax Credit and an annual income that does not exceed £16,190
- Supported under Part VI of the Immigration and Asylum Act 1999.

In addition, the school reserves the right to charge parents/ carers for additional journeys by taxi during the school day for school activities where they become necessary because of their child's unsafe behaviour in the minibus.

2.2. Activities outside School Hours

The full cost to each student of activities deemed to be optional extras taking place outside school hours such as theatre trips and other social events. Personal mentoring sessions can take place beyond the school day. On these occasions funding may be from a variety of sources including the school, Local Integrated teams and parental contributions.

2.3. Materials & Equipment

The cost of purchase or hire of instruments, materials, equipment or clothing for activities, which take place outside school hours and which are purely voluntary and optional. The Management Committee may charge for materials or require them to be provided if parents/ carers have indicated in advance that they wish to own any finished product produced in school e.g. Art or Design Technology Products. Where personal protective clothing is needed for curriculum activities, such as mechanics or construction, it is expected that parents/ carers purchase this equipment unless the criteria in **2.1** apply; in which case an application can be made to the school for support in purchasing this equipment. Discretionary support may be provided on an individual basis.

2.4. General

The cost of repairing damage and replacing equipment (lost, defaced or damaged) remains the responsibility of the parents/ carers when this damage or loss is the result of their child's behaviour or negligence.

The Management Committee may from time to time, amend the categories of activity for which a charge may be made.

We may also ask parents/ carers for the reimbursement of taxi expenses if additional journeys are required due to your child's behaviour, or if an additional taxi has to be called if your child fails to be ready for the taxi when it arrives for their normal journey to school.

Nothing in this policy statement precludes the Management Committee from inviting parents/ carers to make a voluntary contribution towards the cost of providing education for students.