

SKIPTON GIRLS' HIGH SCHOOL

CHARGING & REMISSIONS POLICY FOR SCHOOL ACTIVITIES (INCLUDING HARDSHIP POLICY)

This policy covers both discretionary policy and that required by law/regulation (charging for school activities and Free School Meals).

It reflects our inclusive approach to education and related activities, and is designed to be fair to the student (and family) and applied consistently.

The Local Governing Body is responsible for determining the content of the policy and the principle for implementation, subject to directors' approval.

FREE SCHOOL MEALS

Provision of free school meals is based on qualification criteria set by Department for Education, and applications are made through the student's local authority. Students and their family are made aware of this service.

In addition free school meals may be provided for those students eligible for the 16-19 Bursary.

ASSISTANCE TOWARDS THE COST OF SCHOOL CLOTHING AND SHOES

We provide a clothing and shoes grant to students who qualify for Pupil Premium (those classed as qualifying for free school meals or have done so in the last 6 years) to assist in the purchase of new school clothing and shoes.

This is only available for new to school year 7 students on a one-off basis. The grant is currently set at £65 and will be paid, where possible, by vouchers for local suppliers.

More generally the school has limited stock of second hand uniform and PE kit items, available to all students for a small charge. These can be found in the school shop, and all enquiries should be directed to the Finance Office.

LAPTOPS

We provide laptops free of charge to students who qualify for Pupil Premium (those classed as qualifying for free school meals or have done so in the last 6 years).

In addition laptops can be provided free of charge for those students eligible for the 16-19 Bursary.

For other students, on request, and where affordability becomes an issue for the family, it may be possible to extend the purchase period of the laptops thus reducing the monthly amount paid.

All such requests need to be made in writing to the Headteacher.

CHARGING & REMISSIONS FOR SCHOOL ACTIVITIES

The School's policy is in line with legal requirements and Department for Education guidance.

This policy has been revised in line with DfE advice to schools, published November 2013.

School activities and visits during school hours

School activities provided by Skipton Girls' High School taking place wholly or mainly during school hours is free of charge including any associated transport costs.

Permission from parents for students to participate will be sought.

School activities and visits outside of school hours

No charges will be made for school activities, provided wholly or mainly outside school hours, provided they are:

- a) to fulfil any requirements specified in the syllabus for a prescribed public examination or
- b) specifically to fulfil statutory duties relating to the National Curriculum or religious education.

Otherwise, a charge will be made for the full cost of the activities, including any transport costs, in all other circumstances. The cost of such activities can include:

- Students' travel costs

- Students' board and lodgings

- Materials, books, instruments and other equipment

- Entrance fees to museums, exhibitions etc. insurance costs

- A contribution towards the cost of administering the trip and providing Cover for teachers accompanying the activity if the activity takes place partly or wholly in school time.

Participation will be based on parental permission and payment of relevant charges.

We pay a £50 contribution towards the cost for students who qualify for Pupil Premium (those classed as qualifying for free school meals or have done so in the last 6 years).

In addition a contribution to trips can be provided for those students eligible for the 16-19 Bursary.

For other students, on request in writing to the Headteacher, and where affordability becomes an issue for the family, it may be possible to reduce the cost of the activity as

appropriate

Residential Visits

Where a residential visit is provided the only charges which will be made relate to the cost of board and lodging on residential visits.

We will not charge for students who qualify for Pupil Premium (those classed as qualifying for free school meals or have done so in the last 6 years).

In addition we may not charge for those students eligible for the 16-19 Bursary.

For other students, on request in writing to the Headteacher, and where affordability becomes an issue for the family, it may be possible to reduce the cost of the activity as appropriate.

Transport

If a pupil makes use of transport not provided by the school to travel direct from home to an activity sanctioned, though not provided, by the school the parents will normally be expected to meet the cost of such travel.

Charging for materials and equipment

The school will normally provide or pay for any ingredients, materials, equipment etc. needed for practical subjects such as Design & Technology and Art, however students may be given the option to pay for additional materials which enhance or extend that required by the curriculum subject. Parent's agreement will be sought to any extended offering and charges.

In addition, the school reserves the right to charge for, or require a supply of, ingredients and materials if parents have indicated in advance a wish to own the finished product.

The Governors expect parents to provide their daughters with the correct school uniform, for classroom and games activities, with general classroom equipment (pens, pencils, ruler, calculator etc.) but not specialised equipment (e.g. equipment used for Art, Technology etc.).

Equipment such as folders, dictionaries, calculators etc...may be purchased from the school shop.

Voluntary Contributions towards school activities and materials

Skipton Girls' High School may, however, continue to invite voluntary contributions for the benefit of the school or in support of any activity organised by the school relating to the provision of education. The terms of any request to parents to make voluntary contributions will make it clear that:

- a) there is no obligation to contribute and

- b) pupils will not be treated differently according to whether their parents have made a contribution in response to the request.

If insufficient voluntary funds are received the school reserves the right to not run the planned activity.

Examinations

Initial entry to examinations is paid for by the school, however it reserves the right to withdraw students it feels are not properly prepared. Resits of examinations are at the expense of the student apart from when the entire course is being retaken.

Musical tuition

Individual tuition on a musical instrument is available at a charge from our Music Service using private tutors. Students are encouraged to join the school orchestra, choirs and various ensembles when spaces become available.

Where the Music Service is used as part of the school syllabus for a prescribed public examination, no charge will be made if the student attends a paired lesson or the student will be charged the difference in cost if the student takes individual lessons.

A limited range of musical instruments are available for students to use at no cost prior to the purchase of the student's own instrument. The School may ask a parent to pay for damage caused wilfully by a student.

Cost of breakages, damages or loss where this is a result of pupils' unacceptable behaviour

The Governing Body reserves the right to charge students for the accidental, wilful or negligent use of school resources or school property.

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