

# JOHN WILLMOTT SCHOOL

## CHARGING AND REMISSION FOR SCHOOL ACTIVITIES POLICY

### Category 1

#### 1. Educational activities wholly or mainly during school hours

- 1.1 No charges will be made for any such activities unless listed below
- 1.2 Governors/School charge for instrumental tuition in Music. The Governing Body continue to heavily subsidise music tuition, however are not able to cover the entire cost. For families on income support or who are receiving working tax credits a subsidy of 100% is applied. For students where music tuition is required as part of their course, the cost will be reduced by a further 20%.
- 1.3 Parents may be asked for a voluntary contribution towards such activities as school trips or visits, such contribution not to exceed the cost of providing the activity for an individual. No pupil may be deprived of the activity because of parental inability to pay a voluntary contribution.
- 1.4 If a voluntary contribution is requested, it will be made a condition of organising that activity that it is financially viable on the basis of contributions received or the activity cannot take place.
- 1.5 Pupils who make things in practical lessons (e.g. Design Technology) will be asked to pay a negotiated contribution towards the cost. In Food Technology pupils will be asked to provide ingredients and will be given notice. Items produced will be designed to be eaten at home.

### Category 2

#### 2 Educational activities wholly or mainly outside school hours

- 2.1 The school reserves the right to make charges for such activities except for those detailed in paragraph. 19 (a) to (c) of DES Circular 2.89.

“No charges may be made for education, provided wholly or mainly outside school hours for registered students where the education is provided:

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

In these circumstances the only charges which may be made relate to the cost of board and lodging.”

### Category 3

#### **3 Board and Lodging**

- 3.1 Charges for board and lodging will be made for activities involving students in nights away from home, whether or not the activity is deemed to have taken place in school hours. Any charges made must not exceed the actual cost of providing board and lodging for that student.

### Category 4

#### **4 Exam charging policy**

- 4.1 With the advent of modular examinations, rising costs from the examination boards for entries and administration, it is necessary to introduce a charging policy for the sitting of public examinations. This policy applies to Sixth formers only and only in specific circumstances. The financial burden for Year 11 pupils sitting GCSE examinations remains the School's responsibility. However, if a resit is requested by a student / parent they would be liable financially. If the school determines a resit is necessary then the school will meet the cost.

Year 12 and 13 are entitled to free entries for each of their modular / linear subjects in their public examinations. However, all resits in subjects will incur the cost of the examination entry. As costs vary depending on the subject and the exam board then the letter to parents has averaged out the cost involved.

- 4.2 If students fail to attend an external examination, for anything other than a medical reason certificated by a GP, they will be billed for the entry fee

#### **5 Use of School premises by outside organisations**

The school will charge outside organisations for the use of school rooms, Gymnasiums and other facilities. The fee will be negotiated with the appropriate organisations based on hourly use and / or the extent of the facility being hired.

In line with its No Platform Policy when deciding whether to allow any group or organisation to make use of its buildings, facilities and property **John Willmott School** will take into account the views, policies and objectives of that group or organisation and may refuse on the grounds that these are incompatible with the policies and objectives of the school. In particular, access will be refused if it appears likely that the proposed activity would promote extremist ideological, political or religious beliefs.

#### **6. General**

John Willmott School will support parents on low income by actively seeking grants from outside bodies to assist in cases of hardship, e.g. LEA Education Visits Fund, Sutton Coldfield Municipal Charities. Small subsidies may also be available from School Fund. Cases are dealt with on an individual basis and with sensitivity.

**To be approved by Governors 19<sup>th</sup> September 2017**

**Signed:**

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**Chair of Governors**

**Date:**