



Charging & Remissions Policy	
Lead Governor & Member of SLT:	Mr D Harman & Mrs S Swain
To be approved by:	Finance Governors
Frequency of review:	Every two years
Date approved:	September 2021
Next review date:	September 2023

Introduction

The Governing Body of Queensbridge School recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education.

The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

Charges

The Governing body reserves the right to request a contribution to the cost to school for activities organised in the following circumstances:

- **School Journeys in School hours**
A contribution to the cost of transport; public, private hire or school minibus.
- **Approved residential Activities**
The board and lodging element of approved residential activities deemed to take place in school hours
- **Activities outside School Hours**
The cost to each pupil of all approved activities deemed to be optional extras taking place outside school hours
- **Instrumental tuition**
The cost to the pupil for providing any instrumental tuition over and above the subsidy agreed by governors annually, unless eligible for Free School Meals, which is in addition to the normal class-based curriculum provision.
- **Charging in kind**
The cost of materials, ingredients, equipment (or the provision of them by parents) for the following subjects: Design and Technology, Food and Nutrition, Science and Art.
The Governing Body reserves the right to charge for ingredients and materials, or require them to be provided, if the parents have indicated in advance that they wish to own the finished product.
- **Additional Examinations**
The fees and direct costs involved in the provision of facilities to enable pupils to undertake examinations in addition to those approved by the curriculum panel.
- **Wasted Examination entries**
The entry cost of examinations that are wasted without reason acceptable to the school.
- **Lost school equipment books etc.**
The cost of replacement for equipment and books that are loaned to pupils as part of their studies and are not returned at the prescribed time.
- **Breakages and damage to school buildings, furniture or property**
The cost of repair caused by wilful damage to school buildings or property may be charged to parents.

General

The Governing Body may, from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the Governing Body from inviting parents to make a Voluntary Contribution towards the cost of additional activities, which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity, no qualifying child will be excluded on the grounds of voluntary contributions.

Remissions (Pupil Premium)

In keeping with the schools commitment to close the achievement gap or PEPP, we will use Pupil Premium to fund at least 50% of the cost or where appropriate, use funding in greater proportions, where it increases engagement and/or raises achievement and to ensure that board and lodging costs are covered in full.

We would not use the funding for wasted exam entries, lost equipment or books or wilful damage or breakages to school property.