

# Rutlish School



## CHARGING POLICY

(11-16 only)

This Policy was approved by the Finance Committee

**Date approved – March 2018**  
To be review annually – March 2019

The Governing Body at Rutlish School recognises the valuable contribution that the wide range of additional activities, including clubs, visits and residential experiences can make towards a student's personal and social education. The Governing Body 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.

1. There may be a charge for Music Tuition outside normal classroom activities.
2. Parents/Carers may be invited to contribute in cash or kind for materials and equipment etc. needed for practical subjects to be taken home. This is in addition to any school fund contribution request.
3. The parents/carers of students participating in a residential experience which falls within school time will be asked to pay for board and lodging.
4. When school visits are arranged which:
  - a fulfil any requirements specified in the syllabus for a prescribed public examination, or:
  - b are specifically to fulfil statutory duties relative to the National Curriculum, or:
  - c are specifically to fulfil statutory dates related to religious education,no charges will be made, but voluntary contribution may be requested.

In the case of all visits and journeys arranged in school time, parents/carers will be invited to contribute to the cost. If a student is eligible for Pupil Premium up to 75% of the cost may be met by the School. Students will not be discriminated against if their parents/carers are unwilling to contribute to the cost, but if a number of parents are unable to support the visit, it is unlikely to take place. Every effort will be made to contribute to the cost of children of parents receiving Government Financial Support from school funds.

5. All visits and journeys arranged, which do not fall within categories 4 a, b or c are optional and parents/carers will be required to pay the actual cost of the visit or journey, and costs incurred through supervision.
6. Parents/Carers in receipt of Government Financial Support who wish their child to participate in an optional extra, but are unable to pay the full amount, should apply to the School for consideration for financial support.
7. Parents/students will not be charged for entry to any prescribed public examination that has been agreed by the Head of Department in line with the published criteria. If the school agrees that it is in the interest of the student to retake then the School will pay for the second attempt. If a student is looked after or is eligible for Pupil Premium the school will pay.
8. Students failing to fulfil the entry criteria outlined in the School's Examination Entry Policy, but wishing to be entered, will be asked to pay the examination fee in advance. This fee will be refunded if an examination grade is awarded to the student by the Examination Board.
9. If a student chooses not to attend a public examination without a valid reason, parents/carers will be required to pay the fee for that examination, including an administration fee.

10. Year 11 students must return all textbooks to the school either by the date notified to them by the Head of Department, or no later than the date of their last examination. Parents/carers will be required to pay for any textbook not returned.

11.

a. A parent/carer may request the remarking of a public examination paper. In this instance, the cost will be met by the parent/carer. If a Head of Department requests a remark of one or more examination papers, the department will pay the necessary fee(s). A parent/carer may appeal against a Head of Department's decision not to support financially a parental request for a remark (see the School's Procedures for Disputes over the Examination Policy, including the Internal Appeals Procedure).

b. A student may request an internal appeal of the marks awarded for their Non Examination Assessment. In this instance they will be required to pay. Three charges will be applied that acknowledge the differences between the coursework components and recognises the time required to review these marks.

A tier one subject will be charged at £50

A tier two subject will be charged at £ 75

A tier three subject will be charged at £100

Which tier a coursework component falls in to is indicated on the relevant application form and will be updated yearly.

12. The school reserves the right to charge for repair and replacement of school equipment and property in cases of deliberate vandalism or breakage.

13. The school requests a voluntary contribution of £25 per school term to assist the school in paying for learning resources.

As a general rule the School will not support a remark unless the student is within two raw marks of a grade boundary unless exceptional circumstances apply.

The Governing Body may, from time to time, amend the categories of activities for which a charge may be made. Nothing in the policy statement precludes the Governing Body from inviting parents/carers to make a voluntary contribution towards the cost of providing education for students.