

UNIVERSITY ACADEMY
HOLBEACH



UNIVERSITY OF
LINCOLN

The University Academy Holbeach

Principal: Steve Baragwanath B.Sc. (Hons.)

Charging Policy

Adopted by the governing body: November 2015

To be reviewed every year

Review date: November 2016

Introduction

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual or group music tuition.

Voluntary Contributions

- When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip.
- All contributions are voluntary. Planned activities may be cancelled if financial support is not forthcoming. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.
- General fundraising and sponsorship may be used to permit additional activities.
- Non-uniform days exist in each term and pupils are asked to pay a donation of £1 for the privilege.
- The following is a list of additional activities organized by the school, which require voluntary contributions from parents. These activities are known as 'optional extras':

Residential Visits

If the school organizes a residential visit, a charge is made to parents to cover the costs of board, lodging and travel expenses. Parents may be asked to meet the full cost of these experiences. Whilst every effort is made to offer value for money, the cost may be quite high. The School recognises Section 457 of the Education Act 1996 and acknowledges that where a parent is in receipt of prescribed benefits or allowances, their child is entitled to free board and lodging on a residential trip.

The prescribed benefits are:

- Income Support
- Income-based Jobseeker's Allowance
- Guaranteed Element of State Pension Credit
- Child Tax Credit, provided the parent is not entitled to Working Tax Credit and their annual income does not exceed £16,190 (as of April 2010)
- Employment and Support Allowance (Income Related)

As a statutory minimum, they should provide for complete remission of board and lodging charges to pupils whose parents receive the prescribed benefits above if the activity is deemed to take place during school hours, or out of school hours, but is covered by the criteria set out in paragraph 19 of DfES Circular 2/89, i.e. no charge for any activity provided to:

- Fulfil any requirements specified in the syllabus for a prescribed public examination.
- Specifically fulfil statutory duties relating to the National Curriculum.
- Specifically fulfil statutory duties relating to Religious Education.

Music Tuition See Annex 1

Financial support is available for some parents who fit the LCC Remission Scheme: pupils receiving free school meals and looked after children.

All children study music as part of the normal school curriculum. We do not charge for this.

However, County peripatetic music teachers are provided on a weekly basis and a charge is made for these lessons.

Information about additional music tuition is available to new parents at the start of each academic year.

- The school may charge for instrumental tuition to individuals or small groups.
- The LEA charge per hour is £35.80 (as of September 2015)
- Each pupil receives a 20 min lesson over the term.
- Parents are asked to pay for 12 lessons each term.
- Parents will be invoiced before the start of each term to pay for the following term in advance and cannot be reimbursed if the lessons are cancelled by the parent or if the pupil fails to attend.
- Parents who have difficulty meeting any charges should discuss the matter in confidence with the Principal.
- Pupils who study for more than one instrument pay the full costs of the additional instrument

Examinations, Assessments and Competitions

Public Examinations (prescribed)

The cost of these examinations is born by the College/school subject to the following:-

- the pupil has fulfilled all the necessary entry requirements for that examination.
- professional judgement expects the pupil to have a realistic chance of being graded
- the pupil attends the correct examination sessions or provides the school with a Medical Certificate, within 24 hours if possible, explaining why the pupil could not sit the examination. Should the pupil fail to attend, without a valid reason, the school will seek to recover the cost of the examination fees.
- If the parent/carer wishes to challenge the examination results of their child, then they must bear the costs

The Governors reserve the right to charge for retakes for external examinations based on the discretion of the senior management of the school.

Public Examinations (not prescribed) Entry for these examinations is entirely at the discretion of the parents/carers who will bear the full cost.

Competitions: these will fall under the category of Curriculum Enhancement and as such be subject to:-

- Activities may be arranged during school hours, which, whilst not forming an essential and integral part of the basic curriculum, are nevertheless highly desirable and relevant to the pupils' work in school.
- In such cases the Governors will invite parent/carers voluntarily to contribute to the cost of their child's participation.

- Where the number of places for a particular activity is limited, the school may decide which pupils should be given the opportunity to participate. This will take place without reference to the parent's/carer's willingness or ability to make a voluntary contribution towards the cost.
- The Governors reserve the right not to proceed with such an activity if there is insufficient voluntary support.

Transport to Work Experience: parents are required to pay for the costs for travel to work experience unless the pupil has a statement in which transport needs are met.

Damage/Loss to Property

Parents will be asked to contribute to costs incurred in respect of wilful damage, neglect or loss of school property (including equipment, books or materials), the charge to be the cost of replacement or repair.

Sixth Form

Sixth Form students are required to purchase their own equipment for courses. Certain items can be purchased from the College. These include: College uniform sweatshirts and polo shirts and overalls for the manual subjects.

Safety boots are purchased separately by the students. Students studying for hair and beauty qualifications require specialised uniforms and equipment. These can be purchased through the school.