



**Kepier**  
Believe in you

# Policy Statement

## Charging & Remissions Policy

- Produced By: Mrs T Hannant
- Ratified By: F&GPC 25 April 2013
- Review Date: As Required



**Dr PDB Collins**  
Chair of Governing Body

## 1. Introduction

This policy statement has been drawn up by Kepier in accordance with the requirement of Section 110 of the Education Reform Act 1988.

## 2. Scope

In this policy statement:

- '1988 Act' means the Education Reform Act 1988.
- 'Prescribed public examination' means any examination which is specified in Regulations made by the Secretary of State for Education and Science under the 1988 Act.
- 'Outside school hours' means those times treated as outside school hours following the application of the calculations contained in Section 107 of the Education Reform Act 1988.
- 'Statutory duties relating to the National Curriculum' are those imposed by Section 10 (2) of the Education Reform Act 1988.
- 'Statutory duties relating to religious education' are those imposed by Section 10 (1)(b) of the Education Reform Act 1988.

## 3. Aims

The governors of Kepier are committed to promoting educational activities, and believe in keeping costs as low as possible to encourage participation.

On occasion, we do ask parents and carers for contributions to fund certain activities wholly or partly in school time, which would not be possible otherwise.

## 4. Responsibilities

Charges may be made by the school to cover the cost of each of the following:-

- a) Individual music tuition which takes place in or out of school hours.
- b) Activities which take place outside school hours and which are not provided as part of the syllabus for a prescribed public examination and are not required in order to fulfil statutory duties relating to the National Curriculum or to Religious Education.
- c) Board and lodging costs on all types of residential visits.
- d) Examination fees for entering pupils for public examinations which are not prescribed in Regulations made under the 1988 Act.

- e) Examination fees for entering pupils for prescribed public examinations in a syllabus other than that for which they have been prepared at the school.
- f) Preparing pupils for non-prescribed public examinations where the preparation takes place outside school hours or where the school has not prepared students for the examination in the year for which entry is made.
- g) Entering pupils for re-sits of prescribed public examinations where no further preparation has been provided by the education establishment.
- h) Materials involved in producing 'a finished product' of a lesson where the pupil will have ownership of the product.

#### 5. Remission of Charges

Remission of any charges levied by a school will normally be granted (except in the case of the finished products of practical lessons) where:-

- a) Parents are in receipt of relevant state benefits (and in the case of board and lodging the activity can be classified as taking place in school hours, and if outside school hours is provided specifically to fulfil requirements of the National Curriculum, Religious Education or a syllabus of a prescribed public examination): or
- b) The Principal has recommended remission of the charges because of individual cases of hardship.