



LEARNING OPPORTUNITIES

CHARGING & REMISSIONS POLICY

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The Charging Policy has been written and approved by a team with a range of experience, and will be reviewed annually.

Date Created: September 1997

Previous Review Date: September 2021

Next Review Date: September 2022

INTRODUCTION

Whilst Learning Opportunities, as an independent school, is not required to publish a charging and remissions policy, we feel it to be good practice.

We are committed to allocating resources appropriately to meet the objectives set out in our learning improvement plan, and to ensure that all resources purchased are sustainable and are in line with the long-term goal of improving the educational outcomes of students.

We want all students to have an equal opportunity to benefit from school activities, both on and off site, within and outside the curriculum. This policy sets out our approach to charging and remissions. It is our intention to ensure transparency in setting charges and to ensure that all students have full and free access to a broad and balanced curriculum, and that they are able to access the full range of educational experiences provided within the school.

Questions and queries or discussions regarding the application of this policy should be addressed to the Proprietor.

CHARGING STATEMENT

During the school day, all activities that are a necessary part of the curriculum will be provided free of charge as this is included within the education fee paid for the school placement. This includes any materials, equipment and transport to take students between the school and activities. There will be no charge for any activity that is an essential part of the syllabus for an approved examination or accredited course of study.

In recognition of the valuable contribution that the wide range of additional activities, including educational visits and residential experiences, can make towards students' personal and social education, we may invite parents / carers and others to make voluntary contributions as detailed within this policy.

As an inclusive school, Learning Opportunities will ensure that no student is unable to participate in an activity because of his or her family's financial situation. Any parent or carer having trouble in meeting the cost of any activity should contact the Headteacher. Cases will be dealt with on an individual basis.

VOLUNTARY CONTRIBUTIONS

Voluntary contributions may be sought for activities during the school day which entail additional costs, for example visits to a museum. In these circumstances no student will be prevented from participating because his/her parents/carers cannot or will not contribute.

From time to time we may invite a non-school based organisation to arrange an activity during the school day. Such organisations may charge the school. We may then ask parents/carers to make a voluntary contribution.

All letters and requests for contributions will make it clear that the contribution is voluntary. Where we do ask for voluntary contributions students of parents/carers who choose not to contribute will

not be treated differently from those who do. No student will be excluded from the activity if their parents do not contribute.

The total collected will not exceed the cost of providing the activity and no parent / carer will be asked to subsidise the cost to other students by donating more than an amount equal to the total cost of the activity divided by the number of students participating.

In exceptional circumstances, we reserve the right to cancel an activity if there are insufficient voluntary contributions to make the activity possible. If the activity is cancelled, all monies received will be returned to parents / carers.

CHARGING DETAILS

We may choose to subsidise, in full or part, charges for certain activities and students. The circumstances in which concessions are applied will be regularly reviewed.

School Meals

A daily charge of £2 covers all food and drink for students during the school day, including breakfast and lunch.

If a student is eligible for Free School Meals, the meals will be provided free of charge.

Public examinations

No charge will be made for the entry fee for examinations.

Uniforms

Uniform items sold by the school are currently charged at £12.50 per item.

Practical curricular activities

No charge will be made to cover necessary parts of the school's basic curriculum.

School Trips and Residential / Enrichment Activities

In most cases, no charge will be levied in respect to day trips. However, in the case that a charge is required for a particular day trip or in the case of a residential activity a charge will be levied. We may charge an amount up to the full cost of the activity.

Music tuition within school hours.

No charge will be made for instrumental tuition provided within school hours.

Damage to property and breakages

We may seek to recover some or all of the costs incurred due to wilful damage or breakage of school property. This will be determined by the head teacher.

We may also seek to recover some or all of the costs incurred due to wilful damage or breakage of property belonging to a third party where the school has been charged. This will be determined by the head teacher.