



The Purbeck School

A Specialist Science College

Name of Policy:	CHARGING AND REMISSIONS POLICY
Date First Adopted:	
How often to be reviewed:	Every 3 Years
Reviewed	27TH November 2013
Reviewed	26th November, 2014
Reviewed	25th November, 2015
Reviewed	23rd November, 2016
Reviewed	February, 2018
Reviewed	February, 2019
Reviewed By	Finance Committee

The Governors' Policy on Charging for School Activities

The governors are committed to the principle of free school education but support the provision of activities from time to time which will enhance the education offered to students for which parents may be charged or asked to support the school by making voluntary contributions to offset costs. Neither parents nor pupils at the school are required to pay for or supply any materials, books, instruments or other equipment for the purposes or in connection with the education provided within the school.

Day visits and activities during school hours

These will be offered from time to time and parents will be asked to make voluntary contributions to cover costs. Where a parent does not make a contribution, their son or daughter will not be prevented from participating. However, if sufficient voluntary contributions are not forthcoming, activities may be cancelled, except where they are an integral part of a prescribed public examination syllabus.

Residential activities during school hours

These will be offered from time to time on the same basis as for day visits and activities. However, parents will be charged the full cost of board and lodging, except that where a family is in receipt of Universal Credit, Income Support or Income Based Job Seekers Allowance. If the activity is essential to fulfill course requirements, these costs may be fully remitted.

Optional extras

Activities may be offered from time to time outside school hours. Parents will be charged the full cost of these activities.

Tuition for playing musical instruments

All instrumental music tuition must be paid directly to the instrumental teacher. The current rates will be: £10.50 for one individual 20 minute lesson per week, £5.25 for one shared 20 minute lesson per week. A booklet giving full details of instrumental tuition and costs is available from school.

Practical activities

All material required for practical work will be provided free of charge except where students wish to take finished work home, when we will make a charge. Parents will

also occasionally be asked to support the school, for example by providing ingredients for cookery.

Public examination fees

Where the school prepares a student for a prescribed public examination, no entry charge will be made. When a student is entered for a public examination other than on the prescribed list, a charge will be made.

If a student fails without good reason to complete the examination requirements for any public examination for which the school has paid, the entry fee will be recovered from parents. These on average cost £100 per student per subject.

Our policy on examination entry is that we enter all students for examinations for which they have completed a course of study, and complied with all requirements. Where a student is following an A or A2 Level course, the school will pay for one entry per paper. The cost of any retakes of examinations will be paid for by the student. Please see Examination Resit Policy.

School property

The Governors reserve the right to make charges for the cost of damage to or loss of school property where this has been caused by a student's misbehaviour or negligence. This includes broken windows and computer software.

External Student exam costs

Any external students taking exams at the Purbeck School will be responsible for the following costs:

Entry fee for the exam

Administration cost at £15 per paper

Invigilation costs at £15 per hour if incurred as an extra by the school

Other costs at £15 per hour if requiring other exam support

All costs must be paid in advance of exam entries being made.

The foregoing statement is presented in the terms required by the Education Act 1996, but governors hope that parents will feel able to support them and that nothing in the regulations will prevent us from

continuing to offer students a wide and varied range of educational activities beyond the classroom.

As we receive no additional funding to pay for the activities for which we cannot charge, they will only be able to continue if parents are willing to make voluntary contributions.

However, it is our intention that no student should be disadvantaged by financial limitations and should parents have any concerns over the costs associated with any school activity they should not hesitate to contact the school and we do our best to provide assistance.