



Charging Policy

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RATIONALE

While education for registered students at Leasowes is free of charge if it takes place in school hours, or is outside school hours but required as part of the syllabus for a prescribed public examination or National Curriculum or statutory Religious Education, there are circumstances in which charging becomes an issue.

PURPOSES

1. To clarify what charges can be made by the School and also where charges are not made.
2. To explain the relationship between the School policy and related policy (see attached).

GUIDELINES

1. There is no charge for admission to the School, materials, books, instruments or other equipment. However, parents may be charged for replacement items if lost or damaged. Parents are normally expected to provide uniform and PE kit except in cases of need, where support from the LEA is possible. Parents are asked to provide basic stationery items, a suitable school bag and resistant material and food aprons to protect students' clothes.
2. A charge is made by Dudley Performing Arts for tuition provided individually or to a group of not more than four in any one musical instrument, even if within school hours, and on this School site so long as this tuition is not for National Curriculum or GCSEs Dudley Performing Arts should be contacted for further information.
3. In Food Technology, students usually provide their own ingredients which they take home as a finished product. In other areas, where artefacts have been constructed from materials provided by the School, parents may be given the option of buying the finished article. On occasions students may be required to provide items of food for disassembly. Short-term financial assistance may be available in some circumstances.
4. Transport to and from another place where the School has arranged education to be provided must be free. This covers transport to theatres, museums, field centres, when visits are integral to the curriculum. Entrance cost and equipment must be free.

However

Voluntary contributions will usually be requested for any School activity. The School makes it clear that no student whose parents do not make a contribution will be treated differently.

A letter to parents might read - "Leasowes High School is proposing to take a group to the theatre on.... Before the visit can take place £300 must be raised to cover the 30 places. Would you indicate on the return slip whether you would be willing to make a contribution? We wish to make it clear that no student will be denied participation in the visit, if it takes place, on the grounds that no contribution has been made on his/her behalf."

5. Out of school hours, the School may charge for "optional extras" like transport, board and lodgings, materials and equipment, non-teaching costs and specific training/teaching/instruction. Visits abroad would be a case in point. Visits requiring students to spend one or more nights away from home would charge board and lodgings, e.g. Residentials.
6. In cases where parents receive income support or working tax credit, complete remission of board and lodgings charges must be operated if the learning experience is deemed to be in School hours, or required for a prescribed examination syllabus or National Curriculum purposes. The School would also try to support students whose families were in receipt of income support or family credit for educational experiences which are not obligatory as above, such as Residentials.
7. There is no charge for examination fees, where prescribed by the School. In the case of examinations where parents have agreed/requested students be entered, entry fees may be charged. Re-sits without further preparation by the School, or entries for subjects prepared for through private tuition, would be charged to the parents. Further entries for a single subject, (with another board for example) requested by parents, and would be charged to them. Where students have a record of poor attendance/behaviour during Years 10 and 11 mock examinations they will be asked to pay a deposit towards the cost of GCSE entry fees. This will be refunded upon satisfactory attendance/behaviour during the GCSE examinations. The School may recover examination fees if students fail to fulfil examination requirements without good reason.
8. Charges may be made for vandalised, lost and stolen items if damage was the result of unacceptable behaviour in the judgement of the School.
9. The cost of a standard school meal will be set taking into account the Dudley Catering Services charges for a school meal. We will also benchmark against

other Dudley schools to ensure our charges remain competitive for students whilst allowing an operating profit to be made by our catering department. Currently the cost of a standard school meal at Leasowes is £2.15. This is to be reviewed annually in the autumn term with any agreed increase to be implemented from 1st January.

10. Because the School is a Community Campus there is a lettings policy for the facilities on site. This process document is prepared with a view to providing for equality of access and a framework which takes account of profit making and also ability to pay.

CONCLUSION

The School's overriding principle in matters of charging, is to ensure equality of access to an excellent, well-rounded education for all our students. Its lettings policy is framed to allow equality of access to the Leasowes' campus and facilities once compulsory schooling has ended, thus supporting lifelong learning and the well being of the local community.

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