

JOHN SPENDLUFFE FOUNDATION **TECHNOLOGY COLLEGE**

CHARGING POLICY

The Governors set out below the charging and remissions policy.

Items for which students may be charged:

- 1 Individual Instrumental musical tuition, where this is over and above the requirements of the National Curriculum and/or approved examination syllabus.
- 2 Transport to work experience.
- 3 "Optional Extras" i.e. activities outside Academy time not related to statutory duties e.g. trips to France.
- 4 Board and lodging on residential visits.
- 5 Re-scrutiny of exam results.
- 6 Exam entry:
 - i for prescribed exam for which students have not been prepared by college.
 - ii entry for an exam which is not on prescribed list.
 - iii where preparation takes place outside Academy hours.
- 7 Recovery of wasted exam fees.

Policy – In respect of items 1-7 above

- 1a Tuition will be subsidised by the Academy and parents will be asked to pay a nominal figure for their child's tuition. Invoices will be sent to parents on a half termly basis.
- 2a Parents will pay directly (except statemented students where the statement refers to transport).
- 3a Charges will be levied.
- 4a Parents to be charged, except in cases of financial hardship where this cost will be either subsidised by the Academy or paid in full. Certain criteria will need to be met for this to be applicable and such cases will be assessed by members of the Senior Leadership Team.
- 5a Parents to pay all charges unless in special circumstances governors wish to have the papers of a number of students re-scrutinised.

- 6a A charge will be made and governors will determine and finance any College Policy on remissions. Governors could remit on a particular application. (Generally not applicable.)
- 7a Parents to be charged when a student has failed to sit all or part of an examination, or where course work requirements have not been met except in the case of student illness certified by a doctor.

Technology Sales

A variety of compliant and resistant materials are used within Technology throughout the Key Stages 3 and 4. Pupils are asked to pay a contribution towards the cost of any of these materials supplied by the Department. In KS4 where a larger volume of materials may be appropriate for students GCSE coursework, every effort will be made to advise of the potential cost at the beginning of the course. The Academy would wish to continue its broad courses in Technology and related areas of the subject. Care and thought is given to the selection and cost of items in order that they may be eaten or used later. If parents wish to own the finished product, they are asked to supply the ingredients or materials or to pay for them. This cash-or-kind contribution has met with general support and it is reiterated that non-agreement to the policy has not excluded students from the activities.

Free School Meals

Meals are provided in the Academy canteen to eligible students and a register is kept of meals taken.

Lettings

Academy premises are hired out and charged at rates at an identical level to those charges by the Local Authority.

The charges must always cover all costs to the academy, but may at the discretion of the Head and Governing Body, be at a lower rate if there is no cost involved.

Sales to Students

Items required by students in various subject areas are purchased by the Academy and are sold to students. Ordering by the Academy ensures that the correct items are purchased.

Photocopying

As a general rule the Academy does not do copying for the general public.

Copying done for associated bodies, i.e. Alford Sports Hall, PTA, Alford Manor House is charged at cost of paper and copy cost charges and the copying is done by the committee members or representatives as required.

POLICY DOCUMENTS

The following policy document was presented to the Governing Body of John Spendluffe Foundation Technology College and approved and adopted by them on the date stated.

Policy: Charging

Date: 27.09.2012