

# Testwood Sports College

## Charging Policy

Key Responsibility area:	JB/BF/S/1
Last Review:	September 2016
Next Review:	September 2017

### 1) Principles

This policy is within the terms of the 1996 Education Act and Testwood Sports College's Funding Agreement.

### 2) Purpose

- a) Any activity taking place in school time is free of charge (with the exception of Peripatetic Music Lessons).
- b) The school hours of Testwood are 8.30am – 1.10pm and 1.50pm – 2.55pm daily Monday to Friday.
- c) Lunchtime is not part of school hours. Where an activity goes beyond the school day if more than half is within the school day it will be deemed as being wholly in the school day.
- d) All activities (except music lessons) taking place in the school day will free of charge and all necessary material and equipment will be provided from school resources. Parents are responsible for providing uniform and suitable clothing for particular activities. e.g. physical education.
- e) Some activities which broaden the curriculum are expensive e.g. theatre trips, galleries, museums etc. However, the school does not have funds to cover the costs of such "extras" and voluntary contributions are requested.
- f) No student will be denied the chance of undertaking these activities regardless of contribution made but if voluntary contributions do not meet the full costs, the visit will not go ahead.
- g) For residential field trips no charge will be made for tuition or for the cost of travel to and from the centre.
- h) However, a charge will be made to cover the cost of board and lodgings and a contribution towards the cost of travel may be asked for.
- i) Opportunities are made available for students during the year which are not directly connected to the curriculum e.g. ski trips, sporting trips and those organised by private commercial companies. These companies will charge the parents the full cost of the visit including any cancellation fees not covered by travel insurance.
- j) Parents who are in receipt of income support and family credit may on application to the Headteacher, have part of the cost of curriculum related trips (not foreign based, commercially

organised trips) met by the school should funding allow.

- k) The school will charge for the hire of its facilities, playing fields, sports pitches and courts. Governors review charges annually. Hirers will enter into and sign a Hirers Agreement and comply with the terms and conditions, with the college at the time of booking.

### **3. Outcomes**

The governors wish to use funds available to them in the most effective way for all students. Hence they will seek to recover costs from parents:

- a) Where students fail to attend an examination for which a fee has been paid.
- b) Fail to produce coursework where an examination entry has been made.
- c) Where damage is caused to school property.
- d) Where school resources or materials are misused, lost or damaged.

This policy was approved by the Governing Body and will be reviewed annually.

Date policy agreed: September 20165

Date of Review: September 20176

Signature of Panel Chair:

Date:

Signature of Chair of Governors:

Date: 21.09.16