



The Beacon

Charging and Remissions Policy

Charging and Remissions Policy

The Governing Body of The Beacon recognises the valuable contribution a wide range of additional activities and trips can make towards pupils personal and social education. We believe all our pupils should have an equal opportunity to benefit from school activities (curricular and extra-curricular) irrespective of their parents/carer's financial means.

The **Head of School** will ensure that the following applies:

1. Admissions

No charge will be made for admission.

2. School meals

No charge will be made for pupils entitled to free school meals. We will charge all pupils not entitled to free school meals an amount determined by Caterlink (Local Authority approved Schools catering Service).

3. Public examinations

No charge will be made for the entry fee if the examination is on the set list and the pupil has been prepared at the school.

Where supported by school, we will not charge parents for the entry fee if the examination is on the set list, but the pupil was not prepared for it at school.

Where supported by school, we will not charge parents the entry fee if the examination is not on the set list, but school has arranged for the pupil to take it

We may charge parents the examination fee if a pupil fails without good reason to complete the requirements of a public examination where the school originally paid the entry fee. The Head of School will decide this

4. Activities for pupils during the school day

All activities that are a necessary part of the National Curriculum plus religious education will be provided free of charge. This includes any materials, equipment and transport to take pupils between the school and the activity.

- a) A necessary part of the curriculum
- b) Part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school
- c) Part of the school's basic curriculum for religious education

5. Optional extras

We may charge for some other activities that take place outside school hours. The Head of School will decide which activities we make a charge for. Where we make a charge, the total collected will not exceed the cost of providing the activity and no parent will be asked to subsidise the cost to other pupils by paying more than an amount equal to the total cost of the activity divided by the number of pupils participating.

Costs we can legally recover are as follows:

- a) Teaching staff engaged under contracts for services purely to provide an optional extra, this includes supply teachers engaged specifically to provide the optional extra
- b) Non-teaching staff
- c) Any materials, books, instruments or equipment provided in connection with the optional extra
- d) Transport to an activity outside school hours

6. Education partly during the school day

Where the majority of time spent on a non-residential activity is within school hours, we must treat the activity as if it is fully within school hours and will apply the same criteria to charging as set out in section 4.

If the majority of the time spent on a non-residential activity is outside school hours, we must treat the activity as if it happens fully outside school hours, and will apply the same criteria to charging as set out in section 5.

7. Residential

Residential are classified as being within school hours if the number of school sessions missed by the pupils is at least 50% of the number of half days spent on the trip. Board and lodging we may charge pupils an amount up to the full cost of board and lodging on residential whether it is classified as taking place within or outside school hours except where pupils are legally entitled to remission. In such cases no charge will be made for board and lodging.

Travel

If the residential is classified as being within school hours, no charge will be made for travel costs. Where the residential is classified as being outside school hours, no charge will be made for travel costs.

Activities on residential

If the residential is classified as being within school hours no charge can legally be made for the educational activities provided. If the residential is classified as being outside school hours, a charge may be made for the educational activities provided (see section 5).

8. Music tuition within school hours

No charge will be made for instrumental tuition the school elects to provide within school hours.

We may charge for all other instrumental and vocal tuition requested by parents and delivered by specialist tutors within school hours, whether offered to an individual or group of pupils. Charges will be determined by the Headteacher and the governing body and may vary depending on size of group, length of lesson and type of instrument

9. Damage to property and breakages

We may seek to recover some or all of the costs incurred due to damage or breakage of property through any act other than accidental belonging to the school or to a third party where the school has been charged. This will be determined by the Headteacher but will not exceed the actual costs of the damage.

10. Remissions and concessions

We may choose to subsidise, in full or part, charges for certain activities and pupils, as determined by the Governing Body, advised by the Headteacher. The circumstances in which concessions are applied will be reviewed regularly.

11. Voluntary contributions

We may in certain circumstances invite parents to make a voluntary contribution towards activities that are exempt from charging. Where we do ask for voluntary contributions, we will make it clear that children of parents who choose not to contribute will not be treated differently from those who do. No pupil will be excluded from the activity if his or her parents do not contribute. If an activity cannot go ahead without sufficient voluntary contributions, this will be explained to parents when the contribution is requested. If the activity has to be cancelled due to insufficient funds, all monies received will be returned to parents.

12. School Uniform

All pupils are expected to wear the School uniform. School uniform is available to buy at the School using cash or cheque and must be paid for at the time of purchase. No pupil will be denied entry into The School if School uniform is not purchased in advance of joining the School roll. All parents may apply to the Headteacher to receive free school uniform.

The Beacon Equality Statement

The Beacon Folkestone is committed to ensuring equality of opportunity to all pupils, staff and visitors. Our Core Values are at the forefront of everything we do and we ensure all at The Beacon are treated equally regardless of age, disability, race, colour, ethnicity, nationality, religious belief, gender, gender identity, transgender, sexual orientation or marital status.

The Beacon strives to be an all-inclusive environment where we respect and encourage individual differences. We are always looking for opportunities to champion equality through the broadening of knowledge and experiences of everyone across our community and this includes the staff and clients of those using the services of our multi-agency support hub.

Our aims are to ensure there are equal opportunities for pupils, staff, their families and the wider community, regardless of their disability. This forms an integral part of our School Improvement Plan.

The aims for 2020-2023 are to build and improve schemes to help challenge and bring down barriers for disabled children and young people, establishing a recognised and integral role within the community. This will include broadening the range and depth of positive experiences of life both inside and outside the school and embedding ourselves within our communities (local, county, national and international levels):

Update Schedule

Version	Date reviewed	Reason for Update	Next review date	Governor agreement
1	June 16	Transfer	June 18	27.06.16
2	July 18	Annual Review	July 20	24.09.18
3	Oct 20	Annual Review	July 21	
4	Oct 21	Annual Review	Oct 22	13.12.21