



Policy for Charging and Remissions for School Activities

Date Reviewed: November 2022
Next Review: September 2025

At Patcham High School we are committed to being a school for all and consider ourselves a proactive community who promote inclusivity and celebrate diversity. We are an Anti-Racist School who endeavour to create an environment which allows all our pupils and staff to thrive and learn from each other's differences; experiences, cultures, backgrounds, identities and abilities. It is our intention to ensure that all students are supported to be proud of themselves, respect each other and ultimately succeed as young adults. We are particularly conscious of the need to ensure the identities of those from minority groups are acknowledged and celebrated in every field, at all times, every day whether students of colour or LGBTQ+ we have an overall aim of providing equal opportunities for all by having One Team and One Dream.

1 Introduction

Patcham High School provides many opportunities for its pupils to enrich and enhance their experience through Learning Outside the Classroom (LOtC) and outdoor education. This includes onsite and offsite learning, residential activities, field trips, sports, physical and cultural activities and adventure education.

The purpose of this policy is to provide clear information about charging and voluntary contributions for Patcham High School's activities.

Patcham High School follows the Brighton & Hove City Council policy for charging for school activities that mirrors the information given in the Department for Education's advice document published in May 2018 (<https://www.gov.uk/government/publications/charging-for-school-activities>) and should be read in conjunction with the information provided in the National Guidance www.oeapng.info, document 3.2c – Charging for school activities.

2 Admissions

There is no charge for admitting pupils to maintained schools.

3 Education

There is no charge for education provided wholly or during school hours.

4 School organised activities during school hours

There is no charge for activities during school hours with the exception of music tuition, where charges will be made if the teaching is **not** an essential part of either the National Curriculum or a public examination syllabus being followed by the pupil(s).

5 School organised activities outside of school hours (non-residential)

There is no charge for activities that take place outside of school hours if they are:

- (i) part of the national curriculum
- (ii) part of religious education
- (iii) meet the requirements of the syllabus for a public examination.

6 Optional extras

Patcham High School will charge for optional extras, such as:

- Education provided outside of school time that does not fall within categories (i) - (iii) above.
- Board & Lodging on a residential visit (see section 8)
- Exam entry fees if the registered pupil has not been prepared for the exams at Patcham High School
- Transport other than home-to-school transport
- Extended day services e.g. breakfast clubs, after school clubs
- Materials and other equipment
- Non-teaching and teaching costs.

When calculating the cost of optional extras, an amount may be included in relation to:

- Any materials, books, instruments or equipment provided in connection with the optional extra
- Non-teaching staff
- Teaching staff engaged under contracts for services purely to provide an optional extra (including supply teachers engaged specifically to provide the optional extra)
- The cost, or an appropriate proportion of the costs, for teaching staff employed to provide tuition in playing a musical instrument, or vocal tuition, where the tuition is an optional extra
- The cost of buildings and accommodation

Any charge made in respect of individual pupils will not be greater than the actual cost of providing the optional extra activity, divided equally by the number of pupils participating. Any charge will not include an element of subsidy for any other pupils who wish to take part in the activity but whose parents are unwilling or unable to pay the full charge

7 Voluntary contributions

Patcham High School may request voluntary contributions to fund activities that will enrich pupils' education e.g. visits to museums, sporting activities, outdoor adventure activities. Where an activity is unable to take place without sufficient voluntary contributions, we will make this clear to parents.

Patcham High School is committed to ensuring fair access and treatment of all pupils. This means that there is no obligation for a parent to make a contribution and we will not put pressure on parents to make a contribution or discriminate against a pupil whose parents are unwilling or unable to contribute.

Any parents experiencing financial difficulty will be invited to contact the Head or a designated person to come to an agreed arrangement.

8 Residential Visits

8.1 Residentials within school time

Parents will be asked to meet the full cost for residential courses in school time.

Every effort will be made to offer value for money but the cost may be quite high. If a student is unable to go on a trip (unless this is because of ill health), after the initial deposit has been paid and a place allocated, they will still need to pay the full cost, unless another student is able to take his/her place.

9 Music Tuition

There will be no charge for music tuition where teaching is an essential part of either the national curriculum or a public examination syllabus.

Parents will be asked to meet the costs of private music tuition in full. Individual music tuition takes place on the basis of private charges between tutors and parents.

10 Monitoring and review

The Governing Body will review this policy every 3 years, and as necessary following any changes in legislation.