

# Eastbrook School



## Charging Policy

At Eastbrook School education provided wholly or mainly during the school day is provided free. The following policy outlines the school policy on charging for activities.

### Voluntary Contributions

At Eastbrook School we may ask parent / carers for a voluntary contribution towards the cost of:

- additional activities which take place during school hours
- additional School equipment

This contribution, where requested, is genuinely voluntary and the children of parent / carers who are unable or unwilling to contribute are not discriminated against. Where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, the activity may have to be cancelled.

### Residential Trips

At Eastbrook School, where additional external funding is not available following successful bids or grants, the school will charge for travel, board and lodging for residential trips. This cost will not exceed the actual cost of the provision.

Where a trip takes place mainly or wholly within school hours, children whose parent / carers are in receipt of the following support payments may, in addition to having a free school lunch entitlement, also be entitled to the remission of these charges:

- Income support
- Income based job seekers allowance
- Child Tax Credit provided the parent / carer is not entitled to Working Tax Credit and their annual income does not exceed £13,230.

A similar entitlement exists where the trip takes place outside school hours but is essential as part of the National Curriculum and / or forms part of the syllabus for a prescribed examination that the school is preparing the student to sit.

### Instrumental Music Lessons

A charge may be made for instrumental music tuition unless the tuition forms part of the syllabus for a prescribed public examination that the school is preparing the student to sit or is part of the National Curriculum.

Reviewed June 2014

### **Public Examinations**

No charges are made for entering students for public examinations that are set out in regulations. However, an examination entry fee may be charged to parent / carers if:

- The examination is on the set list but the student was not prepared for it at Eastbrook school but elsewhere.
- The examination is not on the set list but the school arranges for the student to take it.
- A student fails, without good reason, to complete the requirements of any public examination where the school originally paid or agreed to pay the entry fee.
- A student wishes to retake an examination in order to improve the grade against the advice of the school