



Edmonton County School Charging Policy

This charging policy relates to charges which may be made by the School Governing Body and does not apply to any educational activity for which charges are levied by other persons. Lettings are managed under an SLA provision by the LA and a list of charges will be agreed with them annually with provision for the Aspire usage to be met as per the Management Agreement.

CHARGES WILL BE MADE IN RESPECT OF THE FOLLOWING:

- Damage/theft to school premises/property -
Where items such as windows or equipment are damaged by a student, either deliberately or as a result of breaking school rules, the cost of replacement/repair will be charged to parents.
- Providing copies of files if requested under the Freedom of Information Act 2000 – usually £5.
- Ingredients and materials needed for practical subjects (eg Food and Textiles Technology)
- Residential journeys taking place outside of school hours.
- Examination entry where students have not been prepared by the school, and remarking or re-sits requested by parents. Actual costs will be charged.
- Failure on the part of a student to complete requirements for a public examination. The entry fee will be charged.

VOLUNTARY CONTRIBUTIONS

- Voluntary contributions towards the cost of school-time trips may be charged. The school will have the right to cancel an activity if insufficient voluntary contributions.
- Charges for board and lodgings on residential courses may be made at a reduced rate for students whose parents are receiving means tested state benefits.

DEBT COLLECTION

- Payment should be obtained as soon as reasonably practicable; invoices should be raised as soon as possible, payable within 30 days from date of issue.
- The Governing Body has delegated authority for write-offs to the Headteacher as detailed in the Scheme of Delegation