

# **THE BROOKFIELD SCHOOL**

## **CHARGING AND REMISSIONS POLICY**

The Brookfield School recognises the valuable contribution that off-site educational activities and work-based learning can make towards a student's educational experience and their personal and social development.

The Charging and Remissions Policy describes how we ensure that a wide range of visits and activities are offered to all students without placing financial demands upon families.

### **Details of Policy**

Charges are not made for:

- Admission to the school
- Transport costs during school hours
- All activities relating to the school curriculum, in-school or off-site
- Entrance fees for examinations
- School equipment, materials, facilities, etc

Charges may be made for:

- Optional extra activities which take place wholly or mainly outside school hours (i.e. at least 50% outside school time) and which are based on parental choice
- Wilful damage to school property, equipment or furniture
- Lost or damaged text or exercise books
- End of year celebration or residential visits

### **Voluntary Contributions**

- Students with a Pupil Premium Allocation may use some of their entitlement on activities which may need funding
- These may be requested for any activity, whether during or outside school hours, residential or non-residential
- There is no restriction placed on the use which can be made of such contributions
- There will be no obligation to contribute
- Students will not be treated differently according to whether or not their parents have contributed

If an activity/visit etc. cannot be funded without certain voluntary contribution and if these indicated contributions are not forthcoming, the activity/visit might not take place.

This policy will be kept under review and parents/carers will be informed in writing of any changes as and when they are made.

Approved by LGB: 6<sup>th</sup> March 2018  
Review Date: March 2019