



**Midhurst Rother College**

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# **Midhurst Rother College**

## **Charging and Remissions Policy**

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**Displayed:** College Website

**Review cycle:** Annually

## Introduction

Midhurst Rother College (MRC) recognises the valuable contribution that the wide range of additional activities, including clubs, out of College trips, residentials and experiences of other environments, can make towards students' all round educational experience and their personal and social development. (Throughout this policy, the term "parent(s)" means all those having parental responsibility for a child.)

## Charging

MRC reserves the right to make a charge in the following circumstances for activities it organises:

- i *College trips and residentials in College time:* the board and lodging element of the residential experience and outdoor pursuit courses;
- ii *Activities outside College hours:* the full cost for each student of journeys, trips and overnight stays in the United Kingdom and abroad which take place at weekends and during holidays, which are deemed to be optional extras;
- iii *Materials:* the cost of materials or ingredients for design and technology and food technology, if parents have indicated in advance that they wish to own the final product;
- iv *Acts of vandalism and negligence:* the Board reserves the right to recover part, or the whole cost, of damage to buildings or equipment which is the result of vandalism or negligence by a student;
- v *Examination fees:* if a student has not regularly attended the lessons for a particular examination subject, the examination fee may be requested, refundable if the student attends for examination.

If, without a medical certificate explaining the reason, a student fails to complete examination requirements for any public examination for which the College has paid an entry fee, MRC may seek to recover the fee from the parent.

There may be a charge for examination entry where there is a request from the parent for additional subject entries to be made which are not supported by the Academy.

- vi. *Uniform:* the cost of purchasing College uniform will be the parents' responsibility.
- vii. *Music Lessons:* extra-curricular music lessons and lessons taught individually or in groups of four or less. Music lessons forming a part of the syllabus for a prescribed public examination which is a syllabus for which the student is being prepared at the College will be MRC's responsibility as will music lessons forming part of the National Curriculum or part of the provision for religious education in the College's basic curriculum.

- viii. *Out of College Hours Child Care*: all costs borne by the MRC in supplying supervision out of College hours.
- ix. *College Transport*: transport to and from College where the student is not eligible under the Local Education Authority's guidelines.
- x. *Provision of Education and use of Facilities*: to those persons who are not registered students at the Academy (See also the policy on Community Use of Academies).

### **Remissions**

Where the parent of a student is in receipt of qualifying state benefit(s), MRC will remit in full the cost of board and lodging for any residential activity that is organised for the student and which takes place within College time. This will also be the case where the residential activity forms part of the syllabus for a public examination.

MRC may remit charges in full or in part to other parents after considering other specific hardship cases. The College invites parents to apply, in the strictest confidence, for the remission of charges in part or in full. The Principal will authorise remission in consultation with the Chair of Local Governing Body.

### **Special Education Needs**

The Board would not charge for the cost of providing the special education needs of a student where these have been agreed with the Local Education Authority.

### **Insurance**

Any insurance costs will be included in charges made for trips or activities.

### **Voluntary contributions**

Nothing in this policy statement precludes the College from inviting parents to make voluntary contributions.

### **Review**

This policy will be reviewed annually.