



CHARGING AND REMISSIONS POLICY

Introduction

The Board of Governors of The King's (The Cathedral) School believes in the essential value of extra-curricular as well as in-school activities to a well-rounded education. They will do all they can to offer as full and broad a programme of activities as possible for all pupils.

The Board of Governors will keep this policy under regular review.

1. Responsibilities

The Headteacher is responsible for the operation of this policy.

2. The King's School will not charge parents for:

- 2.1 The education which is provided during school hours, or which is required as a necessary part of the School's teaching of Religious Education or of the National Curriculum (even if the latter is provided out of school hours).
- 2.2 Necessary materials, books, classroom musical instruments and other equipment used in lessons.
- 2.3 Examination fees for entry to any public examination linked to GCSE, AS or A2 courses.
- 2.4 A non-residential educational activity, over 50% of which takes place in school hours.
- 2.5 Materials for classroom Art, and Product and Textiles Technology.

3. The King's School is legally entitled to charge parents for:

- 3.1 A non-residential educational activity, over 50% of which takes place outside school hours, where the activity is not covered in 3.1 above.
- 3.2 The cost of replacing lost or damaged books, equipment, fittings and fixtures.

4. The King's School does charge parents for:

- 4.1 Instrumental Music Tuition, and linked Associated Board examination entry fees, for individual or small groups of students taught together.
- 4.2 Examination fees, where:
 - a) the student has failed to meet coursework or exam requirements through ongoing lack of effort, regular unauthorised absence, or non-attendance at the examination.
 - b) the parent wishes to enter a student for an additional subject in which the student is not receiving teaching at the School.

- c) the parent or student wishes the student to re-sit an exam where the School has paid the initial entry.

5. The King's School asks parents to provide, if they can:

- 5.1 Most ingredients for Food Technology.
- 5.2 At GCSE and A-level some additional, more specialist Art and Technology materials for individual project work.

6. Voluntary Contributions

- 6.1 For some activities, which have always been greatly valued by the School, parents and students, the School has to invite parents to make a voluntary contribution to their cost, for example:
 - Activities Week
 - Day visits
 - Attending visiting performances and lectures.
- 6.2 No pupil will be excluded from an activity, or be treated differently, simply because his or her parents or carers are unwilling or unable to contribute.

In circumstances where insufficient contributions are received and the shortfall cannot be made up from alternative funding, a particular activity might have to be curtailed or cancelled.

7. All other activities at The King's School are Voluntary.

- 7.1 Voluntary activities include:
 - a) Any school trips which are not required for the purposes of the National Curriculum, RS teaching or a public examination, but which are offered as they may provide additional interesting insights into the subject matter being studied, as general background or of cultural interest.
 - b) Purely extra-curricular activities and visits of general cultural, historical, sporting or linguistic interest.
- 7.2 Many of these are only viable as long as parents show through their support that these activities are valuable and valued.

8. Requests for Financial Assistance

The King's School may offer financial assistance in cases of hardship, wherever possible. Parents should contact the Headteacher.

9. Costs of Voluntary activities

- a) In calculating the cost of voluntary activities, an amount may be included for:
 - the cost of providing the activity itself;

- the cost of any materials, books, instruments, or equipment purchased directly in connection with the activity;
 - the cost of any additional specialist insurance premium associated with the activity, not covered by the School's standard insurance cover;
 - the cost of non-teaching and admin staff support;
 - the cost of any teaching staff engaged specifically to provide the activity.
 - a contingency sum to cover any unexpected expenditure. In this case, any unspent monies are refunded to parents after the activity.
- b) Any charge made in respect of individual pupils will not include an element of subsidy for another pupil wishing to participate in the activity whose parents or carers are unwilling or unable to pay the charge in full.