

McKee College House

Charging and Remissions

This policy has been written for ...	Parents, carers and students.
Copies of this policy may be obtained from ...	<ul style="list-style-type: none"> • The school office in a hard copy on request • The school website on www.mckee.lancs.sch.co.uk
This policy links with the following policies and procedures	<ul style="list-style-type: none"> • none
Participants and consultees in the formulation of this policy were	The school leaders and members of the Management Committee.
Edition, Review frequency and dates	<ul style="list-style-type: none"> • This is version dated 1st Oct 2020 • This policy is reviewed every 3 years • The next review will be October 2023
Relevant statutory guidance, circulars, legislation and other sources of information...	<ul style="list-style-type: none"> • In accordance with the Education Reform Act of 1988 and in accordance with Sections 449 - 462 of the Education Act 1996 no charges are made to any registered pupil for any books, materials, equipment or apparatus used during school hours. • We apply the charging policy in line with Section 457 of the Education Act 1996 which e.g.allows charges to be made for residential school trips and artefacts made in school and taken home
The Lead member of staff is	Andrew Murray, Headteacher.
Definitions and key terms used in this policy ...	Cost centres - specific aspect of the budget which items are charged to.
Appendices	none.
Copying	No school policy is ever written in isolation. Acknowledgement of sources of advice and significant influence in the development and recording of policies at McKee College House are noted on the front page. We request that any schools or organisations incorporating large sections of this policy without alteration should make similar appropriate acknowledgement.

Introduction	<p>At the McKee it is our intention to be a fully inclusive school which does not allow the cost of participation to be a barrier to student engagement.</p> <p>We will therefore strive to ensure that all activities undertaken and provision offered will be free at the point of use for all our students, regardless of income.</p> <p>This is because we recognise that all our learners are vulnerable and that the activities we arrange and run are designed to support these vulnerable learners in developing confidence and resilience.</p>
The Aim of this policy ...	To clarify the McKees position on charging and remissions.
The Objective of this policy ...	<p>To ensure all parents, carers and students recognise and understand that we will not charge students for participating in any of our organised school events such as sporting fixtures or school trips in normal circumstances.</p> <p>We will also not charge students for taking part in lessons such as cookery or textiles or any other subject which has material costs.</p> <p>We will not charge students for additional study materials such as revision guides, unless they are replacements. A returnable deposit may be required for some materials.</p> <p>Voluntary Contributions</p> <p>In some extraordinary circumstances it may be it is not possible to make these additional activities within the resources ordinarily available to the school, the school may request or invite parents to make a contribution towards the cost of the trip or activity.</p> <p>Pupils will not be treated differently according to whether or not their parents have made any contribution in response to the request or invitation. However, where there are not enough voluntary contributions to make the activity possible, then it will not take place.</p>
Strategies	<p>Departments to identify the costs associated with delivering their curriculum and additional expenditure from pre arranged trips, revision materials or any other additonal costs within their subject development plans.</p> <p>Costs to be calculated and provision made within cost centres to accommodate theses costs.</p>
Person with particular responsibilities	Senior Leadership team, class teachers and key workers.
Other Participants and Stakeholders	Finance committee

Monitoring and
Evaluation

Finance committee to receive regular reports of costs of free to access services provided by the McKee.