



The school wishes to provide, for all students, the best possible educational opportunities available within the funds allocated by the Education Authority. The law, through the Education Act 1996, states very clearly that education during normal school hours is to be free of any compulsory charge to parents and the school warmly endorses that principle and is committed to upholding the legal requirements.

It is recognised, however, that many educationally valuable activities have been and will continue to be dependent on financial contributions in whole or in part from parents. Without that financial support the school would find it quite impossible to maintain the quality and breadth of the educational programme provided for students. The school's concern is to keep financial contributions to a reasonable minimum and to ensure as far as possible that all children are able to take part, irrespective of their circumstances. All trips will evaluate the group of students taken to ensure it represents the Christopher Whitehead cohort and does not preclude any group of students due to cost, additional needs, gender or aptitude.

The law recognises that charges may be made to parents in certain defined circumstances – provided that each school has identified the activities for which charges will be made and has explained the basis on which charges may be reduced or waived for certain students. The Governing Body of Christopher Whitehead Language College currently has the policy that:

Day Visits

For visits occurring during school time, the school will invite voluntary contributions from parents to meet costs. For visits outside school time parents will be charged for all allowable costs. Charges may be waived or reduced for children whose parents make application to the Headteacher.

Residential Visits – Essential

For residential trips which are essential to the National Curriculum, statutory RE or in preparation for prescribed examinations, the school will invite voluntary contributions from parents to meet costs other than children's board and lodgings. Parents will be charged for the full cost of children's board and lodgings. No charge for board and lodgings will be made for children receiving benefits as detailed in the remissions policy. Charges may be waived or reduced for other children whose parents make application to the Headteacher.

Residential Visits - Non Essential

For residential trips which are **not** essential to the National Curriculum, statutory RE or in preparation for prescribed examinations, parents will be charged for the full cost of the visit, including all allowable costs* and board and lodging. Charges may be waived or reduced for children whose parents make application to the Headteacher.

*Allowable costs include:

- a) The child's travel and subsistence costs.

- b) Materials, books, instruments and other equipment
- c) Non-teaching staff.
- d) Costs of teaching staff where separately engaged under contract for services for the visit or activity.
- e) Entrance fees to museums, castles, theatres, etc
- f) Insurance costs.

Instrumental Music on an Individual Basis

Students can learn to sing and play a variety of instruments including: flute, recorded, clarinet, saxophone, trumpet, French horn, trombone, tuba, violin, cello, acoustic guitar, electric guitar, drum- kit, piano, keyboard, oboe and bass guitar.

There is a charge for these lessons and they take place weekly during the school day. It is very important that any schoolwork missed as a result of an instrumental lesson is made up and homework set is handed in on time.

Teachers aim to deliver a minimum of 30 lessons per year. These tend to be taught 20-30 minute sessions, and students can opt for them to be shared or individual. Where there are sufficient students, the teacher will rotate the lessons so that the same time is not affected each week.

Many students go on to take graded exams with the Associated Board as well as taking part in musical events such as the carol service, school production, gala concert and cabaret evening. Not only do these opportunities create lasting memories, they also provide skills and performing experiences necessary to excel in GCSE music or BTEC music.

Students can become involved in a number of extra-curricular music activities and work towards performing in a variety of concerts and events throughout the year.

For more information please do not hesitate to contact the music department.

Classroom Materials

No charge will be made for materials or equipment. However, for certain practical activities (design technology, etc) parents may be invited to provide materials or ingredients on a voluntary basis. Where parents would like to possess the finished product, the school reserves the right to charge the cost or require the supply of the necessary materials.

Examination Fees

- a) The school will pay the entry fee for all prescribed examinations except:
 - i. where the governors consider that there are educational reasons why the students should not be entered or if the parents have so requested in writing;
 - ii. where the school has not prepared the student for the particular examination.

b) If a student (with parental agreement) is entered for a non-prescribed examination, then parents may be charged for the entry fee together with any associated charges.

All those students who fail to complete the required coursework or fail to sit the final examinations may be charged the entry fee.

The school will consider waiving the requirement to pay any examination entry fees where there is clear evidence of severe family hardship.

Damage or Loss to Property

A charge will be levied in respect of willful damage, neglect or loss of school property (including premises, furniture, equipment, books and materials). The charge will be the cost of replacement, repair or a lower cost may be set at the decision of the Headteacher.

A charge may be levied in respect of willful damage, neglect or loss of property belonging to a third party where the cost has been recharged to the school.

Other Charges

The Headteacher, Finance Committee or Governing Body may levy charges for miscellaneous services up to the cost of providing such services e.g. providing a copy of an OFSTED report.

Remissions Policy

The Headteacher may decide not to levy charges in respect of a particular activity if he/she feels it is reasonable in the circumstances.

Complete remission of any charges for board and lodging for an essential residential trip will be made if:-

The education provided on that trip cannot be charged for and the student's parents/carers are in receipt of any of the following benefits:-

- Income Support
- Income Based Jobseekers Allowance
- Child Tax Credit, provided that Working Tax Credit is not also received and the family's income does not exceed £16,190. (Financial Year 2015/16)
- The guarantee element of the State Pension Credit.
- An Income related employment and support allowance that was introduced on 27th October 2008.
- Universal Credit in prescribed circumstances.