

Charging and Remissions

Residential Education and Trips deemed beneficial as part of the Curriculum –

A voluntary contribution to assist towards the total cost will be sought for any residential experience or trip arranged by the school. This voluntary contribution will be necessary to cover the cost of board and lodging; transport; supply cover (where a trip takes place during the school day); additional excursions and occasionally other necessary costs. Year 12 and Year 8 trips are already subsidised by the Northampton Old Grammar School Foundation.

Where parents are in receipt of free school meals a subsidy of 50% of the trip will be made by the school.

Our principal aim is to involve all students in these worthwhile activities. If insufficient funds are available, due to not enough parents being willing to make voluntary contributions, the trip may have to be cancelled.

Where additional costs arise which are outside of the control of the school, above that stated in the original trip letter, the school will seek an additional contribution from parents. Where a saving is made monies will be reimbursed to parents or, where appropriate, the child on the trip.

Residential Education and Trips deemed as Extra-Curricular (Outside School Hours) –

The full cost will need to be met by the parents choosing to send their son/daughter on the trip.

This charge will be necessary to cover the cost of board and lodging; transport; additional excursions and occasionally other necessary costs.

It may be possible that the school can, in certain circumstances, reduce the overall cost of the trip for all parents, by seeking a subsidy from the Northampton Old Grammar School Foundation.

If insufficient funds are available, due to not enough parents being willing to pay, the trip may have to be cancelled.

Where additional costs arise which are outside of the control of the school, above that stated in the original trip letter, the school will seek an additional contribution from parents. Where a saving is made, monies will be reimbursed to parents or, where appropriate, the child on the trip.

Withdrawal from Residential Education and Trips –

If parents withdraw their son/daughter from any school trip or residential experience we will seek to replace them with another student. In the event of us not being able to do this, we reserve the right to withhold any money paid to cover administration costs or costs incurred with a third party.

Exam Entry –

No charge will be levied for examinations which a pupil sits for the first time and has been prepared by the school. Parents will be required to repay the costs for pupils who fail to attend or complete coursework without good reason (e.g. protracted illness; particular family difficulties; or any circumstances beyond the control of the student which prevent attendance on the day of examinations). The final decision will rest with the Headteacher. Entry costs for examinations will be charged where pupils have not been prepared by the school.

Students who are not or no longer on the school roll will be charged at the rate charged by the exam board plus £2 per module in order to be entered for a public examination. This charge will cover the examination entry fee and administration and costs.

Students who are on the school roll will be allowed to do re-sits if, and only if, the Curriculum Team Leader agrees that they are suitable to do so and this has been agreed by the member of the Leadership Team responsible for examinations. Re-sits will be communicated to the examinations secretary by the member of the Leadership Team responsible for examinations.

Fees must be received by a pre-determined deadline date otherwise a student will not be entered for the re-sit. If this deadline is missed, the student may still be entered for the examination but any late entry fee charged by the board will be passed on in full.

The school reserves the right to increase the examination re-sit fee for certain examinations should the school incur additional invigilation costs. This is dependent on the number of students re-sitting the exam.

Music Tuition –

A nominal charge will be made for vocal lessons and instrumental lessons on band/orchestral instruments. The full cost of the lessons will be considerably subsidised by the school. The use of a school instrument will incur a nominal hire charge. Lessons on drum kit, piano and guitar will be charged at full cost. In special circumstances, for example for those pupils whose parents are in receipt of benefits, it may be possible that a lower charge can be agreed with the permission of the Headteacher or the Finance Director. Details of the charges for Music lessons will be published annually.

Consumables

From time to time, voluntary contributions may be sought to meet the cost of materials used in various subject areas, at the discretion of the Headteacher or the Finance Director. If the school is asking for contributions or payments of any form from parents, then this will always be requested formally by letter.

Breakages –

Occasionally students cause damage to school property. Where students have caused damage to school property deliberately or through their thoughtless actions, the school will pass the cost of repairing the damage on to the pupils and/or their parents.

SPONSOR: Governors' Finance and General Purposes Committee

DATE: November 2015