

## Charging and Remissions Policy

Articles 127-135 and 137-138 of the Education Reform (N.I.) Order 1989 set out the statutory position in relation to charging in schools/colleges.

### **THE PROVISIONS OF THE ORDER:**

- maintain the right to free school education;
- establish that activities organised wholly or mainly during normal teaching time should be made available to all students irrespective of the ability or willingness of parents to pay;
- subject to specific arrangements require parents to pay charges for board and lodgings on residential visits;
- confirm the right of Boards of Governors to invite voluntary contributions from parents in support of college activities;
- emphasise that there is no statutory obligation on Boards of Governors to make any charge for any form of education or related activity in schools.

### **THE POLICY OF THE BOARD OF GOVERNORS IS TO CHARGE FOR:**

- board and lodging on residential visits;
- travel related to activities organised wholly or partly outside normal teaching time;
- (costs associated with the provision of individual tuition on a musical instrument whether inside or outside college hours unless it is provided as part of the syllabus for an approved public examination or to meet the requirements of Article 11 (1) (b) of the Order;
- the cost of entering a student for a non-approved public examination;
- the cost of entering a student to re-sit an approved public examination where no further preparation has been provided by the college;
- the cost of entering a student for a second approved public examination in the same academic year (double-entry);
- the cost of re-scrutiny of examination results if such re-scrutiny is requested by parents;
- the cost of ingredients or materials needed for practical subjects (e.g. Home Economics, Technology & Design) if parents have indicated in advance a wish to own the finished product;
- optional extra activities which take place wholly or mainly outside college hours and are additional to the education provided by the college for the purposes of preparing students for an approved public examination or for meeting the statutory requirements imposed by Article 11 (1) (a) and (b) of the Order. Participation in any such activities is to be on the basis of parental willingness to meet such charges as are made;
- damage to college property, including equipment, brought about by a student's disregard for college rules or by vandalism.

## **REMISSIONS POLICY**

The charge for the board and lodging costs of a residential visit will be remitted in the case of students whose parents are in receipt of income support or family credit if the education provided takes place mainly or wholly in normal teaching time and/or is provided as part of the syllabus for an approved public examination or is required in order to fulfil statutory duties in relation to the N.I. Curriculum.

## **VOLUNTARY CONTRIBUTION**

The college asks for a voluntary contribution for incidental expenditure not allowed for under DE or EA (W) funding.

In 2017/2018 this is £25/student

For Sixth Year students the contribution for 2 years (i.e. Year 13 & 14) is payable at the start of Year 13)

**This policy was last reviewed by Leadership Team: June 2017**

**Due to be Reviewed: June 2018**