



Oaklands School

Charging and Remissions policy

Date reviewed:	Review cycle:	Policy review date:
11 th March 2025	Annually	Spring 2026

Oaklands School

Charging and Remissions Policy

Introduction

The governing body recognises the valuable contribution that the wide range of additional activities, including trips and residential experiences can make towards students' personal and social education. The governing body aims to promote and provide such activities both as part of a broad and balanced curriculum for the students of the school and as additional optional activities.

This document sets out the Charging Policy of Oaklands School and provides information to parents on the circumstances where the school would charge for activities, whether these are within school hours or out of school hours. It also provides information on activities where no charge is made.

Oaklands School also now uses School Money to make the payment process easier for parents. Cash and cheques will still be accepted alongside the online payments.

Charges

The Governing Body Reserves The Right To Make A Charge In The Following Circumstances for the following

Educational Visits and Extra-Curricular Activities

The Governors will support off-site activities which the Headteacher considers to be of good educational value and complementary to the curriculum.

Where costs are involved, and the headteacher deems the activity to be self-funding, parents will be asked to contribute. If funds are insufficient, the visit may be underwritten by the school, or cancelled, at the discretion of the Headteacher.

Voluntary Contributions for Non Curriculum Activities

When organising school activities that are not part of the curriculum but enrich the educational experience of the children, the school will invite parents to contribute to the cost of the activity. These contributions are necessary to fund the activity but are voluntary as the school cannot make contributions mandatory. The level of contribution is decided by the Headteacher and is designed to cover the cost of the activity without affecting the schools budget allocation. Staff costs will always be met by school as will vehicle costs. There are circumstances where the school will contribute towards an activity, but if the school does not receive sufficient voluntary contributions, the school may decide to cancel the activity. If the activity goes ahead, it will include children

whose parents have not paid any contribution. In these circumstances the school would not treat these children differently from any others.

The schools desire is that all students should be able to benefit from educational activities available, regardless of parental income. Hence, parents are assured that in the case of genuine financial difficulties, they should discuss the matter, in the strictest confidence, with the Headteacher, who may be able to advise about additional funding and provide assistance from the School budget.

Residential Visits for Curriculum Activities

If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum a charge will be made to cover the costs including board and lodging. For activities which take place out of our normal school hours, costs of hiring trained staff for specialist activities will be charged. Staff costs will be met by school. Parents/carers in receipt of benefit support payments recognised by the DofE the school will seek to fund a percentage of the cost of the trip.

Swimming

The school organises swimming lessons for Yr7 children. These take place in school time, and although they exceed the National Curriculum required, the school does not levy a charge to parents.

Uniform

School uniform can be purchased from the school office and costs include VAT where appropriate.

The school does not accept responsibility for lost or damaged articles of clothing or any personal possessions.

Charging In-Kind

In design and technology etc (food, graphics, resistant materials and textiles subjects) the governing body may charge for ingredients and materials or require them to be provided if the parents have indicated in advance that they wish to own the finished products.

Public Examinations

The school will pay the entry fees for a public examination for a student whom the

School has prepared for that examination. If a Student fails to sit a public examination or fails to complete coursework for an examination without good reasons, the fees for which are normally paid by the school will be recoverable from the parents.

Breakages/Damages/Loss

Books and other materials are provided free of charge and remain the property of the school. Students breaking, damaging, defacing equipment or any part of the school premises will be asked to pay for repair of the same. Charges will also be made for any equipment or books lost by students to enable replacements to be obtained.

In any matter of dispute arising over interpretation, the Governors will be guided by the DofE and CWAC regulations currently in use.

Electric Car Charging

The school has 2 Electric Car Charging points. Tokens are available to purchase by parents/staff. Cost of tokens will be agreed annually.

General

The governing body may, from time to time, amend the categories of activity for which a charge may be made. Nothing in the policy statement precludes the Headteacher on behalf of the governing body from inviting parents to make a voluntary contribution towards the cost of providing extra curriculum activities for students

March 2025

SCHOOL CHARGING POLICY 01/08/24 – 31/07/25

No.	Income Activity	Approved Charge
1	Casual Lettings	As per LA recommended "Schools Lettings Charges" unless market can withstand higher charges (to be agreed by Headteacher) for lettings of a commercial nature.
2	Staff Personal Phone Calls	25p for standard phone calls. As per itemised bill for longer-distance calls.
3	Personal Photocopying	4p per black & white copy. 16p per colour copy.
4	Electric Car Charger	£2.40 per token – 7KW charge per hour

Recommended Schools Lettings Charges – 2024/25 – As Approved By the Governing Body

The recommended charge for the use of school premises for community use for the 24/25 academic year is as follows:-

	Adult & Community Learning Usage (£ per hour)	Community Use (2/3 of actual cost of return rate) (£ per hour)	Commercial Use (Actual Cost Return Rate) (£ per hour)
<u>Secondary Schools</u>			
Hall	27.08	54.17	81.25
Classroom	13.83	27.67	41.50
Sports Hall	51.00	102.00	153.00
Gymnasium	26.52	53.03	79.55
Changing Room	12.10	24.20	36.30
Subsequent Classroom	2.43	4.87	7.30
P.C. Suite	13.83	27.67	41.50
Art & Craft Studio	13.83	27.67	41.50
Cookery Room	13.83	27.67	41.50
Centre Head Office	13.83	27.67	41.50
On-Cost for Sunday and Bank Holiday Lettings	3.20	6.40	9.60

These letting charges have been designed to be used as a GUIDE when charging for the use of School facilities.

Schools are advised to use their own discretion when deciding on the exact charges to be levied. Please take into account local conditions and levels of charging from similar venues.

These figures are updated annually using Government statistics based on April CPI