

## **EAST SUSSEX COUNTY COUNCIL – CHILDREN'S SERVICES**

### **Charging and Remission Policy for School Activities Provided or Arranged by the Children's Services Authority**

- 1 This policy statement has been drawn up by East Sussex County Council in accordance with the requirement of Section 110 of the Education Reform Act 1988. The policy will be effective from 1 April 1989, and applicable to all registered pupils in maintained schools and tutorial units in East Sussex.
- 2 In this policy statement:
  - '1988 Act' means the Education Reform Act 1988;
  - 'prescribed public examination' means any examination which is specified in Regulations made by the Secretary of State for Education and Science under the 1988 Act;
  - 'outside school hours' means those times treated as outside school hours following the application of the calculations contained in Section 107 of the Education Reform Act 1988;
  - 'statutory duties relating to the National Curriculum' are those imposed by Section 10 (2) of the Education Reform Act 1988;
  - 'statutory duties relating to religious education' are those imposed by Section 10 (1)(b) of the Education Reform Act 1988.
- 3 Charges may be made by the County Council to cover the cost of each of the following:-
  - a) Individual music tuition which takes place in or out of school hours and which is not provided as part of the syllabus for a prescribed public examination or to fulfil the requirements of the National Curriculum.
  - b) Activities which take place outside school hours and which are not provided as part of the syllabus for a prescribed public examination and are not required in order to fulfil statutory duties relating to the National Curriculum or to Religious Education.
  - c) Board and lodging on all types of residential visits.
  - d) Examination fees for entering pupils for public examinations which are not prescribed in Regulations made under the 1988 Act.
  - e) Examination fees for entering pupils for prescribed public examinations in a syllabus other than that for which they have been prepared at the school.
  - f) Preparing pupils for non-prescribed public examinations where the preparation takes place outside school hours.

- g) Entering pupils for re-sits of prescribed public examinations where no further preparation has been provided by the educational establishment.
- h) Materials involved in producing 'a finished product' of a lesson where a parent of the pupil has indicated in advance a wish to own the product.

#### 4 **Remission of Charges**

Remission of any charges levied by a school will normally be granted (except in the case of the finished products of practical lessons) where:

- a) parents are in receipt of family credit or income support (and in the case of board and lodging the activity can be classified as taking place in school hours, and if outside school hours is provided specifically to fulfil requirements of the National Curriculum, Religious Education or a syllabus of a prescribed public examination); or
- b) parents are in receipt of a maintenance grant and/or free transport if the pupil is aged 16+ (and where board and lodging is concerned the activity can be classified as taking place in school hours); or
- c) the Headteacher (the County Music Adviser for individual music tuition) has recommended remission of the charges in individual cases of hardship.