Liverpool College
GB03

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Charging & Remissions Policy

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Mission Statement

Liverpool College values the dignity of each individual and promotes the development of character and learning through a commitment to high standards within a caring community.

Core Values

We recognise *that all pupils have different talents and strive to ensure that every pupil has an equal opportunity to find and develop the talents they do possess*

We believe *that the development of character, creativity intellect and spirituality, are the primary aims of education.*

We work *together to create a happy and caring college community which is engaged in our local community and the wider world*

We pursue *high standards in every area of college life*

This is a whole college policy and applies to the Primary and Secondary Phase, Breakfast Club and after school activities.

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Approved Date	17.11.26		
Review Date	17.11.28		
Signed Principal		Print name	Mrs A Haynes

Charging & Remissions Policy

Introduction

This charging and remissions policy complies with statutory requirements, and is reviewed on a bi-annual basis.

Activities without charge

There will be no charge for the following activities:

- Admission to the College.
- Education provided wholly or mostly during college hours. This includes the supply of any materials, books, instruments, other equipment and also transport provided in college hours to carry pupils between the college and an activity.
- Education provided outside college hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination, which the pupil is being prepared for at the college, or part of religious education.
- Instrumental and vocal music tuition which is part of the National Curriculum.
- Instrumental and vocal tuition for children in care.
- Entry for prescribed public examination, including resits, provided that a pupil has been prepared for it at the college.

Voluntary Contributions

The College may ask for voluntary contributions towards the cost of College time activities to assist with funding subject to the following conditions:

- Any children of parents/carers who do not wish to contribute will not be treated any differently.
- Where there are insufficient contributions to make the activity viable then the activity will be cancelled.

Chargeable Activities

The College may recover the full costs of the following activities but charges will not exceed actual cost:

- Educational or other activities provided wholly or mainly outside college hours which are not:
  a. Part of the National Curriculum
  b. Part of a syllabus for a prescribed public examination which the pupil is being prepared for at college
  c. Part of religious education
- Any materials, both, instruments or equipment where the child's parent/carer wishes to own them
- Board and lodgings on residential visits (subject to remission arrangements).
- Cost of entering a pupil for a public examination not prescribed in regulations, and for the cost of preparing a pupil for that examination outside college hours.
- Cost of entering a pupil for a prescribed public examination including resits where no preparation has been provided by the college.
- Provision of instrumental and vocal tuition, which takes place during the college day and which has been requested by parents/carers.
- Cost of entering a pupil for a prescribed public examination where the pupil fails to complete any component without good reasons
- Books and other materials are provided free of charge and remain the property of the College.
- Parents/carers may be charged for defaced, damaged or lost books.
- Parents/carers may be asked to meet the cost of damage to College property.
- Parents/carers will be charged for any wilful damage to College property.
- Board, lodging and entertainment outside of school hours for all pupils who are boarders.

Remissions Policy

There will be no charge for board and lodgings on educational trips for pupils whose parents/carers are in receipt of certain benefits. Charges for other 'chargeable activities' may also be fully or partly remitted. Details of any remission arrangements will be made clear when parents/carers are informed of charges for individual activities.

Linked Policies
GB20 Debt Recovery Policy