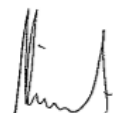




## The Bridge Short Stay School

### CHARGING AND REMISSIONS POLICY

Lead responsibility for policy	Andrew Stewart Date: September 2022
Approved (Head Teacher)	 Date: February 2023
Date policy due for renewal	September 2023

# Charging and Remissions Policy

## 1. Purpose

This Policy sets out the circumstances under which Parents/Carers may be charged by The Bridge Short Stay School for activities and/or resources provided by the school.

## 2. General Activities

The school does not charge for day to day activities or resources undertaken during the school day, as part of the normal school curriculum. For some enrichment and extra-curricular activities, which occur either within or outside of the school day, the school may ask for a voluntary contribution (see section 6 below). Failure to raise sufficient funds through voluntary contributions to cover costs of an activity may result in cancellation.

## 3. Residential Activities

Where any residential activities are organised, with the primary purpose of fulfilling elements of the National Curriculum Parents/Carers will be asked to make a voluntary contribution up, to the full cost of the activity  
Where any residential activities are organised on an optional, extracurricular basis, parents/carers will be charged the full cost of the activity except where the remission policy under section 5 applies.

## 4. Loss or Damage

Parents/Carers may be required to meet the cost of charges in order to make good the loss, damage or defacement of buildings, facilities or property that occurs as a result of student behaviour. Typically, where possible, students will be encouraged to participate in restorative work to either put right the damage caused or a similarly proportionate improvement to the school community, before recourse to payment. For relatively minor damage, payment may be taken out of the community stars programme, reducing the end of term reward that the student is able to access, rather than requiring a direct payment. When payments are required, parents will be encouraged to develop a strategy to pass that cost on to their child, as part of the schools restorative approach to behaviour.

## 5. Remission

The school reserves the right to remit part or all of the cost of chargeable activities, taking into account individual family circumstances and with due regard to the school's statement on equality. Parents/Carers wishing to apply for remission of charges should speak to a member of SLT in confidence, individual circumstances will be discussed with the Headteacher who will decide on authorisation of remission.

Parents/Carers retain the right of appeal against remission decisions which should be raised with the Management Committee

## 6. Voluntary Contributions

Nothing in this policy precludes the school from requesting that parents/carers make a voluntary contribution towards the cost of activities and resources,

however access to provision will not be prejudiced against individual students of parents/carers who choose not to do so. Failure to raise sufficient funds through voluntary contributions to cover the cost of an activity may result in cancellation for all students.