



Proposed Policy:	Charging & Remissions	Responsibility of:	Finance Manager
Date of Ratification:	January 2024	Date of Review:	January 2025

## CHARGING & REMISSIONS POLICY

### BASIC PRINCIPLES

- All schools must provide free education for their registered students, provided it takes place wholly or mainly during school hours.
- School hours are those when a school is actually in session but not including mid-day break.
- Under certain circumstances, a third party may charge parents / carers directly for activities organised in school hours.
- Charging is permitted for education provided out of school hours, unless it is required to fulfil a prescribed public examination, is within the requirements of the National Curriculum or to fulfil statutory duties relating to religious education when only charges for board, lodging or residential trips can be made.
- Governors can choose to remit charges in whole or part.
- Voluntary contributions may be requested for any activity, provided it is clear that there is no obligation to contribute and that there will be no differentiations between those who contribute and those who do not.
- Rednock is an Extended School and we look to encourage use of the school by students, staff and external providers.

## LETTINGS

### Current School Year Charges\*

Facility	2024/25	Duration (mins)
AWP, Changing Facilities & Floodlights		
Full pitch	£70.00	55
Half pitch	£35.00	55
Third pitch	£30.00	55
Grass Pitch (9 v 9)	£28.00	55
Sports Hall Evening   Weekend   School Holiday		
Full hall	£40.00	55
Half hall	£20.00	55
Badminton Court	£10.00	50
Squash Court	£9.00	40
Tennis Court	£10.00	55
Main Hall	£35.00	60
Sixth Form Centre	£55.00	60
Drama Suite 1 & 2	£25.00	60
Learning Resource Centre	£25.00	60
Classroom	£25.00	60
IT Classroom	£25.00	60
Music Building	£30.00	60

\*All prices are exclusive of VAT - VAT will be added where applicable

To be VAT exempt, the following conditions must apply:

- A series of 10 or more lettings is booked by an eligible body and the series of hires must be to a school, club, association or an organisation representing affiliated clubs / constituent associations (eg a league)
  - To be classified as a club, the club should be set up correctly and have a constitution or similar documentary evidence of their status and the school would need to see this.
  - In order to ensure compliance with VAT requirements, the hirer must confirm that eligibility criteria for VAT exemption is met - as given above - and also provide documentary evidence.
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- Hire of School facilities during weekdays, weekends and school holidays
  - Non-sport activities beyond 8.00pm by arrangement only
  - Any catering requirements to be arranged directly through the school's caterers
  - Any reductions to charges only to be made with prior approval of the Head Teacher

## **PUBLIC EXAMINATIONS**

Parents / Carers will be expected to pay for:

- entry where the school has not prepared the student for a prescribed examination in that academic year
- re-entry for a module if it is the student / parents who wish the examination to be re-sat
- private entries where, for good educational reasons, the school feels that no entry should be made
- entry for non-prescribed examinations
- invigilation costs if the parents / carers requested the examination entry and no other internal candidates are sitting examinations
- the cost of re-scrutiny of examination papers where the re-scrutiny is not requested by the school
- the recovery of fees where, without good cause, the student has failed to complete the examination requirements

## **WILFUL DAMAGE**

Parents / Carers will be required to reimburse the school for damage to school property for which their child is responsible.