

## CHARGING AND REMISSION INFORMATION

Education during school hours is free of charge. Individual specialist music tuition can be charged for, whether provided within or outside school hours, unless it is provided as part of the syllabus for a prescribed public examination or is required as part of the National Curriculum. Hertfordshire County Council operates a remission policy in relation to individual tuition in playing a musical instrument. Details can be obtained from the school. Parents/carers normally contribute voluntarily to provide ingredients and materials for Technology classes. Ingredients and materials for Technology classes that have been provided by the school can be charged if the student keeps the finished article.

All public examinations are free for students entered by the school. Repeated attempts at examinations or modules are charged for at cost. Any remarking or re-scrutinising of public examinations undertaken at the request of a parent/carer (or of a student over the age of 18) will be charged for at cost. If a student fails to complete the examination requirements, e.g. coursework not completed or absence from the examination without a medical certificate, then the cost of the examination is charged to the parent(s)/carer(s).

Charges may be made for optional activities (including activities during mid-day breaks), but 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. Participation in any such activities to be on the basis of parental choice and a willingness to meet such charges as are made.

Field Trips required to complete Public Examination courses are free but the cost of any accommodation and food (Board and Lodging) is chargeable. Charges can be remitted for students whose parent(s)/ carer(s) are in receipt of income support, income-based jobseekers allowance, working families' tax credit or disabled persons tax credit.

The parent(s)/carer(s) of students who damage school property (e.g. break a window or damage a textbook) will be charged the cost of making good the damage or of replacing the item.

***No child should feel unable to participate in any activity or event because of insufficient family finance. In cases of need, the student or their parent(s)/carer(s) should contact, in confidence, the Head Teacher or the child's tutor or relevant Director of Learning. The school has a small fund available for just these circumstances.***