**Wribbenhall School**

**Charging Policy**



Written: Spring Term 2020

Date of Next review: Summer Term 2021

**To be read in conjunction with:**

Wribbenhall School Prospectus

**Approved by:**

Proprietor: Ellis Wells

30th March 2020

**CHARGING POLICY**

This is the school policy on charges and concessions for the education of every child. This policy applies to both private parents and commissioning local authorities. It supersedes any previous versions of this policy.

**AIMS**

The aim of this policy is to set out what charges should be levied for education and school activities.

**DEFINITION OF EDUCATIONAL PROVISION**

**Education** use is defined as any activity directly related to the curriculum or to the emotional well-being of each pupil

**RESPONSIBILITIES**

The proprietor of Wribbenhall School is responsible for determining the content of the policy, and its implementation. Any decisions with respect to individual parents will be considered by the proprietor or jointly by the proprietor and the governor.

All site users do so with total regard to safeguarding procedures, these must be equivalent to those adopted by Wribbenhall School and the Worcestershire Safeguarding Children’s Board (WSCB).

**CHARGES**

The charge for education at Wribbenhall school during the academic year 2020/2021 is **£45,000.00** per pupil, per term. This needs to be paid prior to the start of each term or prior to attendance if you are making a midterm start.

This fee includes:-

* education provided wholly or mainly during school hours (including the supply of any materials, books, instruments or other equipment);
* education provided outside school hours if it is part of the school curriculum or emotional well-being provision;
* visits using school transport andrequiring an entrance fee to be paid;
* education provided on any trip that takes place wholly or mainly during school hours;
* supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip or school authorised Continuing Professional Development;
* transporting registered pupils to other premises where the proprietor or local authority has arranged for pupils to be educated;
* transport provided in connection with an educational trip that is wholly or mainly in school hours.

**ADDITIONAL CHARGES MAY BE APPLIED FOR CURRICULAR ACTIVITIES**

1. board and lodging on residential visits (not to exceed the costs incurred)
2. individual tuition in the playing of a musical instrument
3. additional costs may be incurred e.g. if specialist professionals or one to one teaching is required.
4. additional costs will be charged for, when meeting specific requirements of an EHCP.

## OUT OF HOURS CHARGES

The school does not provide out of hours child care. The school day commences at 8:45 am when the doors are opened and ceases at 3:00 pm, and the responsibility outside these times remains with the parent, authorised person transporting the child or the local authority transporting the child, to and from the school. Additional charges will apply for each child who is not collected by 3 pm according to the below scale:

3:00 pm to 3:10 = no charge.

3:10 pm to 3:20 pm = £10:00 charge pp.

3:20 to 3:30 = £20:00 pp.

3:30 onwards = £40:00 plus £20:00 per five minutes after 3:30 pm pp.

These charges will be invoiced separately under Wribbenhall School’s General Terms and Conditions. These are available from the school office.