Wye School
The best in everyone™
Part of United Learning

Charging & Remissions Policy

Review Timetable

The Policy will be reviewed every 2 years, as set out below:	
Policy reviewed centrally	n/a
Policy tailored by individual schools	September 2026
Policy ratified by Local Governing Bodies	October 2026
Renewal Date	October 2028
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Wye School Charging and Remissions Policy

1. Introduction

1.1 Wye School recognises the valuable contribution that the wide range of additional activities, including clubs, out of school trips, residentials and experiences of other environments, can make towards students' all-round educational experience and their personal and social development. (Throughout this policy, the term "parents" means all those having parental responsibility for a child)

2. Charging

2.1.1 Wye School reserves the right to make a charge in the following circumstances for activities organized by the school:

2.1.2 School trips and residentials in school time: the board and lodging element of the residential experience and outdoor pursuit courses.

2.1.3 Activities outside school hours: the full cost for each student of journeys, trips and overnight stays in the United Kingdom and abroad which take place at weekends and during holidays, which are deemed to be optional extras.

2.1.4 If the trip or activity makes a surplus due to voluntary contributions, this will be carried forward for the next group of pupils on a visit. Any surplus in excess of £10 per head or 5% of the total cost of the trip will be refunded to parents.

2.1.5 Materials: the cost of materials or ingredients for art, design and technology and food technology, if parents have indicated in advance that they wish to own the final product.

2.1.6 Acts of vandalism and negligence: Wye School reserves the right to recover part, or the whole cost, of damage to buildings or equipment which is the result of vandalism or negligence by a student.

2.1.7 Examination Fees: if a student has not regularly attended the lessons for a particular examination subject, the examination fee may be requested, refundable if the student attends for examination. If, without a medical certificate explaining the reason, a student fails to complete examination requirements for any public examination for which Wye School has paid an entry fee, they may seek to recover the fee from the parent. There may be a charge for examination entry where there is a request form the parent for additional subject entries to be made which are not supported by Wye School.

3. Remissions

3.1 Where the parent of a student is in receipt of qualifying state benefit(s) as outlined by the DWP in Free School Meals regulations, Wye School will remit in part or in full the cost of board and lodging for any residential activity that is organised for the student and which takes place within school time. This will also be the case where the residential activity forms part of the syllabus for a public examination.

3.2 Wye School may remit charges in part or in full to other parents after considering other specific hardship cases. Wye School invites parents to apply, in the strictest confidence, for the remission of charges in part or in full. The Principal will authorise remission.

4. Insurance Charging and Remissions Policy

4.1 Any insurance costs will be included in charges made for trips or activities.

5. Voluntary contributions

5.1 Nothing in this policy statement precludes Wye School from inviting parents to make voluntary contributions

6. Monitoring, Evaluation and Review

6.1 The Governing Body will review this policy at least every two years and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the school.