

Wellington School



Honesty Community Excellence Fairness Endeavour

Charges and Remissions Policy

Updated: September 2025

Review Date: September 2026



Wellington School



Policy Title	Charges and Remissions Policy
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Summary of Contents

The Policy outlines the School's procedures for charges and remissions.

Date of Update	September 2025
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Status	Statutory
Member of SLT Responsible	S Beeley

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Charges and Remissions Policy

The Governing Body of Wellington School recognises the valuable contribution that the wide range of additional activities, including trips, residential experiences and clubs can make to pupils' personal and social education. The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional activities.

Charges

The Governing Body reserves the right to make a charge in the following circumstances for activities organised by the school:

School Journeys in School Hours

The board and lodging element of residential activities such as Year 12 and 13 Residentials.

Activities Outside School Hours

The full or partial cost of a voluntary activity deemed to be an optional extra, or a social outing etc.

Individual Instrumental Tuition

The school however, does subsidise this cost.

Charging in Kind

The cost of materials, ingredients, equipment (or the provision of them by parents) for subjects with a practical artefact or product as an outcome where the parents have indicated they wish to own the finished product.

Examination Fees

Where a pupil has not been prepared for a prescribed public examination by the school, the Governing Body may make a charge for the cost of entering the pupil for the examination, as they can for entries to non-prescribed examinations whether or not prepared by the school.

If a pupil fails without good reason to complete the examination requirements for any public examination for which the school has paid, or is liable to pay an extra fee, then the Governing Body may recover the fee from the parent.

General

The Governing Body may, from time to time, amend the categories of activities for which a charge may be made.

Nothing in this policy statement precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of providing education for pupils.

Remissions

Where the parents of a pupil are in receipt of benefit the Governing Body may remit partially, or in full, the cost of board and lodging for any residential activity that it organises for the pupil if the activity is deemed to take place within school hours or where it forms part of the syllabus for a prescribed public examination or the National Curriculum.

In other circumstances, there may be cases of family hardship which make it difficult for pupils to take part in particular activities for which a charge is made. When arranging a chargeable activity, the Governing Body may remit part or all of the cost of the activity if need is proven on application to the school. The Governing Body reserves the right to judge each case on its individual circumstances.