



THE BEWDLEY SCHOOL

We fly with our own wings

THE BEWDLEY SCHOOL

Charging & Remissions Policy

Adoption Date: November 2025
Person Responsible: Finance Manager

Charging & Remissions Policy

Introduction

The Bewdley School Charges & Remission Policy is based on the Education Act 1996 and Department for Education guidelines. Under Worcestershire County Council guidelines and their principles no charges will be made for the admission to any state school. The Bewdley School is committed to ensuring equal opportunities for all pupils, regardless of financial circumstances, and has established the following policy and procedures to ensure that no child is discriminated against by our offering of school trips, activities and educational extras.

Charges

The Bewdley School will charge for:

- Any materials, books, instruments or equipment, where the student's parents/carers wish the student to own them.
- Music and vocal tuition – charges will be made for teaching an individual student or groups of an appropriate size to play a musical instrument or to sing, provided that the tuition is provided at the request of the parent. No charge will be made in respect of a child who is looked after by the Local Authority. Students in receipt of Free School Meals will be charged £2 per lesson for a subsidised 20 minutes shared lesson.
- Community Lettings for use of school facilities outside of school hours.

Optional Extras

1. The Headteacher/Governing Body will levy a charge for activities/education out of school hours that is **NOT**:
 - part of the National Curriculum.
 - part of a syllabus for a prescribed public examination that the student is being prepared for by the school.
 - part of religious education.
2. A charge will be made for transport (other than the transport that is required to take the student to school or to other premises where the Local Authority/Governing Body have arranged for the student to be provided with education). This includes the activities listed above.
3. **Charges will be made for trips relating to curriculum course requirements.** Students who are in receipt of Free School Meals will receive a small charge of 10% or £1 (whichever is greater).
4. The Headteacher/Governing Body will charge for entry to prescribed public examinations where the student:
 - Has not been prepared for the examination by the school.

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- Fails to attend the examination and fails to produce a medical certificate confirming the absence.
 - Does not submit coursework by the deadline date.
 - Is re-sitting the examination having failed, without good reason, to meet any examination requirement for a syllabus.
5. The Headteacher/Governing Body reserve the right to ask the parents/carers of students whose inappropriate behaviour causes damage to contribute to the cost of repairs or of replacing defaced, damaged or lost property of either the school or another entity.
6. The Headteacher/Governing Body may charge for, or require the supply of, ingredients or materials for practical subjects such as Design Technology (Resistant Materials, Food, Art and Textiles) where it is intended that the student will take home the finished product.
7. The Headteacher/Governing Body may charge for extended day services offered to students (for example breakfast club, after school clubs, tea and supervised homework sessions).

Voluntary Contributions

Where the school cannot levy charges and it is not possible to make these additional activities within the resources ordinarily available to the school, the school may request or invite parents/carers to make a contribution towards the cost of the trip or activity. Students will not be treated differently according to whether or not their parents/carers have made any contribution in response to the request or invitation.

However, where there are not enough voluntary contributions to make the trip or activity possible, the Headteacher/Governing Body reserves the right to cancel an activity. We believe that no student should be disadvantaged as a result of home or family background circumstances and apply a remissions policy.

Remission

The charging and remissions policy is an integral part of our arrangements for our students and is applied equally to all students.

1. Free school meals are available to students whose parents are in receipt of certain benefits. Details can be obtained from: http://www.worcestershire.gov.uk/info/20062/schools/684/applying_for_free_school_meals or by telephoning 01905 845280.
2. Severn Arts also offer a remissions scheme for those students who are in receipt of free school meals. Details can be obtained from:

<https://www.severnarts.org.uk/listing/category/help-with-costs> or by telephoning Severn Arts on 01905 947300

3. The school can assist in the purchase of school uniform in the following circumstances: The student qualifies for pupil premium funding (usually students who are in receipt of free school meals) and the student is transferring from primary school to The Bewdley School at the beginning of Year 7. The maximum value of assistance offered is £30 which is used towards the purchase of core uniform (jumper/tie), or uniform from the 'Pre-Loved' supply within school.

Pupil Premium Education Visits Statement:

As you are aware, your child is entitled to free school meals. The school also receives extra funding to support them, called the Pupil Premium Grant. Most of the Pupil Premium Grant received each year is spent on providing extra staff and resources to raise attainment, but some money is reserved to support educational visits.

So that we do not cause students in school to feel uncomfortable about receiving their entitlement, we have outlined our policy on the funding of educational visits in the paragraphs below.

Core Educational Visits: Any trip which is required as part of the curriculum, during the school day, where a whole year group or everyone within a particular subject are required to attend will be charged a 10% payment or £1 contribution (whichever is greater).

Parents/Carers are always welcome to pay the full amount if they wish.

Appendix:

Appendix 1 – Assistance with Uniform Form

Appendix 1

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ASSISTANCE WITH SCHOOL UNIFORM PURCHASE 2024

Assistance will be given to buy school uniform only in the following circumstances:

The student qualifies for Pupil Premium funding and receives Free School Meals and the child is transferring from primary school to The Bewdley School at the beginning of Year 7.

The maximum value of assistance offered is £30 which is used towards the purchase of core uniform (jumper / tie), or uniform from the 'Pre-Loved' supply within school. New uniform can be ordered online - [Uniform - The Bewdley School](#). (Money will be refunded on production of a receipt.)

Please complete the following should you wish to apply:

Child's Name	
Address	
Date of Birth	
Primary School	
Parent/Carer Name	
Day time telephone Number	

For Office Use only:

Admissions List checked (date)

FSM/PP confirmed.....(date)

Check completed by (office staff)

Authorised..... Date
