



Charging and Remissions Policy

Al-Hijrah
Secondary School
مدرسة الهجرة الثانوية

The school operates within a legally defined framework which does not generally permit a charge to be made for any activity which takes place within school hours or outside school hours if it is part of the curriculum.

The school may offer opportunities to pupils at a charge which does not exceed the cost of the provision.

The Governing Body's policy is to offer to each pupil as wide a range of educational opportunities as possible. Where an opportunity is offered involving expenditure above and beyond the basic requirements of the curriculum, parents are invited to make voluntary contributions towards the cost. This is done to the following:

- Parents are notified in writing about the activity, the charge and the fact that it is voluntary.
- The cost will almost always include a subsidy from school funds.
- Whilst, for the guidance of parents, an amount is always specified for a voluntary contribution, an approach for individual assistance may be made to the Headteacher.

Where an activity is organised which is an essential part of a pupil's course the Governors may request parents to make a voluntary contribution, for example, towards the cost of residential accommodation on an art or geography trip. Should the parent be unable to contribute then the charges will be fully remitted.

Decisions in the above matters are the responsibility of the Headteacher in consultation with colleagues. Approaches are always considered sympathetically, on the basis of need and with a view to the potential benefit of an activity for the pupil concerned. In the event of a parent or guardian being unhappy with a decision an approach may be made to the Chair of Governors.

The above policy represents a sincere attempt to work within the requirements of most complex legislation. In practice the Governors are grateful for the strong traditions of goodwill and support from parents working with the school for the benefit of the children.

