



Bellevue Place
E D U C A T I O N T R U S T

BPET Charging and Remissions Policy

Signed:	
Chair of Trust Board:	Claire Delaney
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1. Bellevue Place Education Trust – Our commitment

Learn, Enjoy, Succeed

Every BPET child and staff member enjoys a broad (LEARN) and enriched (ENJOY) learning experience, enabling them to achieve far greater individual success (SUCCEED) than they might previously have thought possible.

Our Mission

To grow hubs of like-minded, autonomous schools, well-supported, all of which combine academic rigour with highly enriched opportunities that deliver a personalised approach to education and exceptional outcomes for all.

Our Difference

We are leading the way in delivering high quality education through a skills-based curriculum, applying the best of the independent and state sectors to deliver breadth of opportunity and pupil enrichment. We empower all our schools as individual entities that best meet the needs of the communities they serve and have a strong relationship with parents, who are our key partners in delivering the vision.

Our Promise

Every child is an individual. Our role is to nurture pupils' potential through a personalised approach to learning. BPET children are happy, independent, confident all-rounders. We encourage a 'be interested and be interesting' attitude in children and staff alike. We don't just teach; we want our pupils to have a passion to learn. Our focus is on all pupils, regardless of background or academic ability, focusing on pupils with Special Educational Needs as well as those who are more able.

2. Rationale

BPET is required to formulate a charging policy for our schools which enshrines fairness and equity and which upholds the principles of inclusion and curriculum access.

3. Aim

The aim of this policy is to set out what charges will be levied for various activities, what remissions will be implemented by the BPET Board and the circumstances under which voluntary contributions will be requested from parents and carers.

4. Scope

BPET recognises that legislation prohibits charges for the following:

- education provided during school hours (including the supply of any materials, books, instruments or other equipment)
- education provided outside school hours if it is part of a syllabus for a prescribed public examination or national test that the pupil is being prepared for at the school, or part of religious education
- tuition for pupils learning to play musical instruments if the tuition is part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school
- education provided on any trip that takes place during school hours

- education provided on any trip that takes place outside school hours if it is or part of a syllabus or scheme of work for a prescribed public examination or national test that the pupil is being prepared for at the school
- supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip
- transporting registered pupils to or from the school premises where the local education authority has a statutory obligation to provide transport
- transporting registered pupils to other premises where the school has arranged for pupils to be educated
- transport that enables a pupil to meet an examination or national test requirement
- transport provided in connection with an educational trip organised by the schools

5. Charges

Charges can be levied as follows:

- (a) board and lodging on residential visits (not to exceed the costs)
- (b) the proportionate costs for an individual child of activities wholly or mainly outside school hours ('optional extras') to meet the costs for:
 - (i) travel
 - (ii) materials and equipment
 - (iii) non-teaching staff costs
 - (iv) entrance fees
 - (v) insurance costs
- (c) individual tuition in the playing of a musical instrument
- (d) costs of non-prescribed examinations or tests where no preparation has been provided by the schools
- (e) any other education, transport or examination fee unless charges are specifically prohibited
- (f) breakages and replacements as a result of damages caused wilfully or negligently by pupils
- (g) extra-curricular activities and school clubs
- (h) School care (pre and after school care)
- (i) Nursery care outside of the proscribed entitlement
- (j) School meals for pupils not in receipt of Universal Infant Free School Meals or entitled to free school meals

6. Remissions

Children whose parents are in receipt of the following support payments will, in addition to having a free school lunch entitlement, also be entitled to the remission of charges for board and lodging costs during residential school trips. The relevant support payments are:

- a) Income Support;
- b) Income Based Jobseeker's Allowance;
- c) Support under part VI of the Immigration and Asylum Act 1999;
- d) Child Tax Credit, where the parent is not entitled to Working Tax Credit

7. Voluntary Contributions

Parents will be invited to make a voluntary contribution for the following:

- a) cost of any school activity, whether residential or not, which involves cost for transport or entrance fees
- b) the costs of trips and extra-curricular activities for the whole of a term

The terms of any request made to parents will specify:

- a) that the contribution is voluntary, and
- b) that registered pupils at the schools will not be treated differently according to whether or not their parents have made any contribution in response to the request

The responsibility for determining the level of voluntary contribution requested is delegated to a member of the senior leadership team.

Voluntary contributions will be used to pay for specific school activities

8. Music Tuition

Pupils study music as part of the school curriculum, and for which there is no charge. There is a charge for any individual or small-group music tuition, since this is an additional curriculum activity. These individual or small group lessons are taught by peripatetic music teachers. We make a charge for these lessons.

9. Damage & Lost School Resources/Property

Where it can be proved that a pupil or a group of pupils have deliberately caused damage to school property or resources, a charge will be made to parents in order to replace/mend the damage that has been caused. The charge will not be made for accidental breakage, unless the child was not heeding previously stated safety procedures. If the refund or contribution is withheld, the school may refuse to allow additional resources to be sent home.

10. Review

This policy will be reviewed every three years by BPET unless there is a change in legislation that requires a more frequent review.

11. Approval by the Bellevue Place Education Trust Board

This policy has been formally approved and adopted by the BPET Board.