



Ballyclare Secondary School

**CHARGES AND
REMISSIONS
POLICY**

Rationale

In Ballyclare Secondary School, the school philosophy is based on the belief that every child, regardless of intellectual ability or social background, should have a rewarding educational experience.

In providing a rewarding educational experience the school will make no charge for any of the following:

- Admission to the school as a registered pupil
- All education provided during school hours to include:
 - Satisfying the needs of the Northern Ireland Curriculum
 - Provision of books and materials and all other essential equipment
 - Costs incurred in the provision of school initiatives which may enrich the statutory curriculum
 - Preparation for and fees involved in all approved examinations. The school will pay for one examination repeat per subject where the candidate is repeating an examination in the hope of improving the grade achieved
 - Transport to and from outside venues attended as part of standard curriculum provision
- Ingredients or materials used in the making of a product as part of the curriculum

There will be a charge for the following:

- Board and lodgings costs on residential visits
- All costs involved in activities, trips, visits not organised to meet statutory curriculum requirements but are considered enriching
- All examination entries where the school has not prepared the candidate for the examination in normal school hours
- A second examination repeat in any subject where the candidate is repeating an examination in the hope of improving the grade achieved
- Use, by outside bodies, of facilities, premises and associated staff

There may be a charge for the following:

- Damage or loss of property as a result of negligence/accident/malicious intent
- Provision of peripatetic music and other tuition
- Activities, in school, provided by outside bodies, for which the school is charged, that enrich the statutory curriculum
- Entrance and transport to outside activities that enrich the educational provision but are not a necessary part of the curriculum

Remissions

The Board of Governors may, from time to time, decide to remit all or part of the cost of activities involving particular pupils. This will be at the Governors' discretion. 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 Board of Governors will invite parents to apply in confidence for the remission of charges in part or in full. Authorisation of remission will be made by the Principal or the Vice Principal – Pastoral Care on behalf of the Board of Governors. All parents, however, will have the right of appeal to the Board of Governors.

School Fund

All parents are requested to make a voluntary contribution to the school fund. School fund money is used to provide for a variety of items to enrich the curriculum of all pupils. School fund is set at £30 per pupil or £50 per family.

Ballyclare Secondary School

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