



The
COUNTY
HIGH SCHOOL
Leftwich

Achieving Excellence

Document Control Sheet

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Charging including Instrumental Music

1. This policy is based on advice from the Department for Education (DfE) on charging for school activities and the Education Act 1996, sections 449 to 462 of which set out the law on charging for school activities in England. Academies are required to comply with this Act through their funding agreements.

- 1.1. Visits undertaken as a necessary part of GCSE and other externally examined courses.**

Where activities either are a necessary part of a student's curriculum or fall mainly within the school's working day, parents/carers will be asked to make a voluntary contribution, which will cover a proportionate cost of the activity. An example of such a visit might include a field trip to enhance coursework.

- 1.2. Other Visits**

The majority of visits do not fall into section 1.1. They are undertaken to enhance courses and to provide students with experiences they cannot gain in the school. Accordingly, Governors believe that a rich and varied programme of educational visits and enrichment activities are an important and valued element of the school's curriculum and are confident parents/carers will wish these visits to continue. However, it will only be possible for them to do so if they are self-financing. Participation in such activities is, of course, voluntary and is provided chiefly through voluntary allocation of time by teachers for which no charge is made.

- 1.3. Where such visits are not a required part of the curriculum and fall mainly outside the school working day, students attending such activities shall be required to pay the full cost, equally apportioned among them. The visit will go ahead only if the numbers paying make it financially viable. The situation, which applies to a particular visit, as described in section 1.1 or section 1.2 shall be set out clearly in the initial letter to parents/carers.

- 1.4. Instrumental Music Lessons**

Instrumental music lessons are an exception in law. Parents/carers are expected to pay for such lessons, which are subsidised by the Governors. Charges are paid by the beginning of each term for that term's classes, based on a series of approximately eleven 30-minute lessons. Fees are the same irrespective of whether the lesson is individual or delivered to a small group. Examination fees are also payable by each student's parents/carers. Students taking advantage of this scheme for instrumental music are expected to join at least one of the School's groups for rehearsals and to make themselves available, to a reasonable extent, for School concerts and community performances. (See also "Instrumental Music" and "Charging for Instrumental Music")

2. ENRICHMENT ACTIVITIES

- 2.1. The County High School, Leftwich believes that enrichment activities play an important part in the education of its students.
- 2.2. The school believes that the *quality* of its enrichment provision is important. It will promote a wide range of such activities and students will be encouraged to take full advantage of all that is on offer.
- 2.3. The school fully recognises the value of the contribution made by the staff in providing a wealth of opportunities voluntarily. The school community will celebrate outstanding contributions or achievements both for their own sake and also to encourage others. Equally, we will help students to recognise the value by recording their involvement on their CVs, applications etc.
- 2.4. Where a student's behaviour leads the Headteacher to conclude that it would be inappropriate for a student to be allowed to take part in a particular activity or range of activities, that student shall be withdrawn accordingly.
- 2.5. Where activities or optional extras (such as materials, books, instruments or equipment) incur costs, parents/carers will be asked to meet the costs in full. Where, for whatever reason, contributions do not cover costs fully, the activity cannot run. Parents/carers will be made aware of the costs of their child's involvement in writing before any commitment to participate is expected. Where this is conditional upon a fixed number taking up the offer, this will be made clear.
- 2.6. The Headteacher is given discretion to:
 - 2.6.1. purchase equipment to establish or further promote an activity
 - 2.6.2. subsidise an activity where costs are considered to be high and there is a direct benefit to the school
 - 2.6.3. subsidise individual students' involvement where hardship prevents parents/carers paying the full amount
- 2.7. Teachers organising activities are to ensure that:
 - 2.7.1. all Insurer's regulations and guidelines are followed
 - 2.7.2. school procedures are adopted, and the visit has been sanctioned by the Headteacher/Head of Finance and arrangements made by the School's Educational Visits' Co-ordinator
 - 2.7.3. all equipment necessary to ensure safety is available. If it is not, the activities will not take place
 - 2.7.4. that where activities take students away from the school site, parents/carers have received all the necessary information in writing and, where appropriate, colleagues and the school office are provided with a full list of participants and their tutor groups.
- 2.8. This policy covers a diverse range of activities: clubs, practices, concerts and plays, mini-enterprise, visits, European visits and exchanges, sports fixtures and competitions.

3. INSTRUMENTAL MUSIC

- 3.1. The school greatly values its students' abilities to play musical instruments, a skill which brings pleasure both to players and listeners long after School days and far beyond the school community. We recognise the rich contribution which instrumental and choral music make to the life of the school and to the esteem in which it is held by the local community.
- 3.2. Whilst it is not possible to assume the total financial burden of the instrumental music-teaching programme, the school wishes to recognise its value by subsidising the cost of lessons. A small fund is available to enable the school to meet part or, all of the tuition fees, for students whose parents/carers are experiencing financial hardship. Should a student be eligible, the Pupil Premium fund may be utilised to fund part or, all of the tuition fees.
- 3.3. All lessons shall be of 30 minutes duration and students will be taught in small groups or individually at the discretion of the school. This decision will be based on the needs of the students and on the availability of teachers. Although students will be released from subject lessons to attend, every effort will be made to minimise disruption to the school's normal learning programme. Parents/carers will opt into the scheme for a term at a time and the school will deliver an average of 11 lessons per term. The termly fee will be the same whether a student is taught individually or in a small group.
- 3.4. The school believes that a considerable part of the benefit of being able to play an instrument is the pleasure of being able to make music with others. It recognises that School instrumental groups provide a valuable further learning opportunity. Furthermore, it feels that students should be aware of the support the school gives to their learning, and of their resulting responsibility to contribute to the musical life of the school in return. In consequence, those receiving instrumental music tuition are expected to join at least one of the school groups for rehearsals and performances (subject to the availability of transport).

4. CHARGING FOR INSTRUMENTAL TUITION

- 4.1. All students should pay a proportion of the cost of lessons which are subsidised by the school.
- 4.2. Payment should be termly in advance, without refunds and without regard to number in a group.
- 4.3. The school will provide a small fund to enable the tuition costs to be met in part, or completely, for students whose parents/carers are experiencing financial hardship.
- 4.4. Lessons shall be of 30 minutes duration.
- 4.5. Children have automatic release from other lessons except in extra-ordinary circumstances.
- 4.6. Peripatetic teachers should be informed of any changes as soon as possible.