Richard Lander School
Charging Policy

Policy Effective From: September 2026

Responsibility: Deputy Head/Head/Governing Body

Reviewed and monitored by: Deputy Head/Head/Governing Body

Review Date: September 2027

Richard Lander School aims to provide a wide ranging programme of activities which support the broader educational experience for our students. These may include activities run during the school day such as: clubs, sports teams, instrumental lessons, plus a range of off-site visits and activities.

Almost all these are classified as enrichment activities and are not a requirement of implementing the National Curriculum or part of a syllabus for a public examination. Richard Lander School does not charge for:

- An admission application;
- The school's basic educational offer provided during school hours including the supply of basic materials and resources – such as textbooks, work books and the student planner);
- Education provided outside of school hours if it is an integral part of the National Curriculum, or an integral part of a syllabus for a prescribed public examination that a student is being prepared for;
- Entry for a prescribed public examination and re-sit, if a student has been prepared for it at the school.

Charges can be made for some activities, including:

1. Education, resources, activities or trips provided within or outside of school time that is not:
    - Integral to the delivery of the National Curriculum;
    - Integral to the syllabus for a prescribed public examination that students have been prepared for at the school
    - Integral to the study of religious education

2. Examination entry fees if a registered student has not been prepared for the examination in school;

3. Transport that is not required to take a student to school or to other premises where it has been arranged for that student to be provided with an education or activity;

4. Board and lodgings for a student on a residential visit.

Items 1-4 above can be broadly termed as 'optional extras'.

The school may charge for activities which are related to:

- Materials, books, instruments or equipment provided in connection with ‘optional extras’ as defined by the school;
- Teaching or non-teaching staff engaged under contracts for services purely to provide an optional extra;
- Music tuition where it is provided as an addition.

Any charges must not exceed the cost of providing the optional extra and must be divided equally between those students taking part.
Participation in an optional extra activity will be on the basis of parental choice and an ability and willingness to meet the full cost of the activity.

Voluntary Contributions

A school can ask for voluntary contributions for some school activities which are integral to the delivery of an aspect of the curriculum, if by not requesting this may prevent the activity from taking place. This may be the case for example, for theme days which the school runs and which may require extra resources to support this.

Board and Lodging Charges on Residential Visits

The full cost of food and accommodation will be charged on visits taking place wholly or mainly outside of school time. Where parents are in receipt of certain benefits they may be exempt from the costs of some board and lodging on specified trips, and only at the discretion of the school.

If you have any concerns or difficulties regarding payment please contact Miss Grigsby, School Business Manager, on her direct line 01872 242744 or email cgrigsby@richardlander.cornwall.sch.uk