

Charging for Student Activities Policy

Rationale

The Education Reform Act recognises the principle of free school education whilst enabling charges to be made for certain activities.

Purpose

- The Hamble School recognises the valuable contribution that the wide range of additional activities, including clubs, trips and residential experiences, can make towards students' personal and social education. The school aims to promote and provide such activities both as part of a broad and balanced curriculum for the students of the school and as additional activities.

Guidelines

- Charges will not be made for any activities which form part of an examination syllabus or are in fulfilment of National Curriculum requirements. Voluntary contributions may be invited for trips and activities that take place mainly within school hours. However, where voluntary contributions are requested, if insufficient contributions are received, the activity may not take place.

Music Tuition

- Instrumental music tuition, either as an individual student, or students in a group, and/or loan of instruments is a chargeable activity. No charge will be made if the loan of instruments or tuition fees are required as part of a public examination or National Curriculum course.
- Refunds will be considered if there are students on a waiting list.
- £20.00 administration charge is added to late (more than 1 month) payments.

Materials

- In practical subjects, parents may be asked for a full or partial cost of materials or ingredients if they have indicated in advance that they wish to own the finished product.

Equipment

- Sale of Equipment Curriculum areas may offer equipment and materials for sale to students via the school shop. These will be at cost price and do not generate 'profit' for the school.

Trips

- Trips that take place mainly out of school hours are chargeable. If the trip forms part of the National Curriculum, part of a public examination or part of religious education, no charge is made.

Residential Activities

- For residential activities or trips taking place out of school, the school will charge the actual costs of the activity or trip.

Examination Fees

- The cost of examination entries for subjects taught within the school will be met by the school. In cases where candidates fail to meet the school's entry criteria but still wish to be entered, they may be asked to pay the entry fee. Candidates who fail to attend the examination, without production of a medical certificate, may be asked to pay full entry fees.
- Parents who request an appeal will be charged the relevant examination board appeal fee. The Hamble School will fund any appeals requested by teaching staff.

Losses, Breakages/Damages and non-payment of Tuition Fees

- Parents may be asked to pay for or towards the cost of making good damage to the school's property, such as a broken window or defaced book, where this damage was avoidable and is the direct result of the student's behaviour. Parents will also be asked to pay for lost library books, non-returned loaned school uniform and overdue music tuition fees.
- Where payment for reimbursement of reasonable costs is not forthcoming, the school may withdraw the opportunity for attendance at Prom in the final year.

Financial Support

- Requests from parents for financial help and assistance towards the cost of activities need to be submitted in writing to the Headteacher for consideration. This may result in a contribution towards, but not full cost, of the activity or an agreement to a monthly repayment plan. Full financial disclosure will be necessary but complete confidentiality will be observed and assured in all such matters.

Insurance Cover for Educational Visits

- Hampshire County Council holds a School Journey Insurance Policy. Details are held in the school office.

Community Facilities

- The SLM Sports Complex facilities operate outside of the school Charging for Student Activities Policy.

Title of Policy	Charging for Student Activities Policy
Review Cycle	Annual
Policy reviewed by	Bursar
Committee responsible	FP&S
Statutory/Discretionary/School	Statutory
Date of FPS approval	12 May 2026
Date of approval by FGB	19 May 2026
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