



WOODBIDGE
COLLEGE

Charging and Remissions **Policy**

This policy has been adapted from The Woodbridge Trust Policy as a Partner of Woodbridge Trust. It will be reviewed in the light of any changes made following a review or via Bolton LA Policy Guidance

OVERVIEW

The education we provide wholly or mainly during College hours will be free but on some occasions a 'voluntary' contribution towards the cost of an activity may be requested by the College. Parents are free to decide whether or not to contribute. This policy sets out the principles upon which the College will operate charges and remissions

OBJECTIVES

1. To make clear what will be provided without charge and what will be offered with a charge being made.
2. To clarify what is meant by any request for voluntary contributions.

STRATEGIES

1. There is a charge for transporting students from home to college. See Transport Policy.
2. Transport during college hours will be met by the college.
3. The college will request contributions towards the cost of some activities planned during college hours e.g. purchasing ingredients to make lunch.
4. It is our policy to not give refunds however, any request for a refund will be considered on an individual basis by the Head of College.
5. The College may request voluntary contributions towards the cost of some activities planned during College hours.
6. Where parents and carers are asked to make a voluntary contribution towards the cost of an activity which takes place during College hours, or to College equipment or College funds, the contribution will be genuinely voluntary. Pupils of parents who are unable or unwilling to contribute will not be discriminated against.
7. When there are insufficient voluntary contributions to make an activity possible, and when there is no way to make up the shortfall, it will be cancelled.

OUTCOMES

The funding of activities will be a clear and open process understood by all. We intend that our charging and remissions policy will be in line with that of the LA and that it will meet the requirements of the law.