

# Charging Policy

## Rationale

Green Corridor intends to be clear about when charges may be made to parents/carers of learners attending the College.

## Aims

This policy identifies activities for which:

- Voluntary contributions may be requested
- Charges will not be made
- Charges will be made.

## Procedure

### Voluntary Contributions

Separately from the matter of charging, the College may seek voluntary contributions in order to offer a wide variety of experiences to students. All requests for voluntary contributions will emphasises their voluntary nature and the fact that students of parents/carers who do not make such contributions will be treated no differently from those who have.

Whilst the majority of college outings are funded from the College budget, a minority of trips where there is a significant entrance fee, parents/carers may be invited to make a voluntary contribution towards the cost of tickets.

### Activities for which charges are not made

- Most trips and visits
- Examination entries
- Therapies provided during college hours as indicated as a need in a learner's Education Health Care Plan
- Transport for curriculum activities including travel training (however parents/carers should apply for freedom passes and send these in with the learner).
- Use of public facilities used during enrichment activities
- Materials used during curriculum activities

### Activities for which charges may be made for

- Residential and some other trips made outside college hours.
- Purchases of non-mandatory uniform
- The annual end of year celebration event

All payments received will be recorded and an acknowledgement provided to parents/carers. Where charged for events will be charged on an 'at cost' basis, and subsidies/free places made available for learners who cannot afford the event.

## Links with other policies

This Charging statement is linked to the bursary policy and equal opportunities policy.

## Document Control

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2nd Approval	Amanda Owen