The BRIDGE SCHOOL

Charging and Remissions Policy

September 2026

This is a working draft and as such is liable to change and should not be taken as a definitive final position.

This document will only become policy following Management Committee adoption.

Author: Aarron Stafford

Purpose

The Management Committee recognises the valuable contribution that off-site educational activities and work-based learning can make towards a student's educational experience and their personal and social development.

This Policy sets out the school's attitude to charging, describes each type of activity that will be charged for and explains when charges will be made.

Details of Policy

Charges are not made for:

- Admission to the school or education during school hours
- All activities related to the school curriculum
- Entrance fees for school led examinations
- School equipment, materials, facilities, etc.
- Transport costs for educational visits during school hours or as part of extra-curricular activities
- Transport to and from the school or Alternative Provision where it is recognised by the school that the student's attendance would benefit from this type of support.

It is important to note that the school withholds the right to withdraw a school funded Bus Pass from a student if the student is:

- Presenting a Safeguarding concern due to independent travel.
- Demonstrating anti-social behaviour travelling to and from school when using a Bus Pass.
- Using the Bus Pass inappropriately.
- Not using the Bus Pass to routinely attend school. i.e. it may be cheaper to fund a daily bus ticket if a student attends inconsistently.
- The student's Individual Risk Assessment identifies receiving a Bus Pass as contributing towards unwanted risk.

Charges are made for:

- Bridge School uniform. Uniforms from a student's referring school may be worn. Uniform that is purchased independently that conforms to the School Uniform Policy may be worn.
- Wilful damage to school property, equipment or furniture.
- Theft of school property, equipment and resources.
- Celebration events or trips.
- Re-sits of examinations

In the event of damage to, or theft of property, parents/carers of the student will be liable for such costs. A breakdown of charges will be given, and how voluntary contributions can be made. Receipts will be provided once payment is received.

No charges will be made for accidental damage.

Remission of Charges

The Management Committee will approve the remission of charges in full or in part after considering specific cases. The Management Committee invites parents/carers to discuss these issues with their child's Key Worker, or an appropriate member of senior staff in the strictest of confidence.
The Head Teacher will authorise remission in consultation with the Management Committee or the Senior Leadership Team.

Parents/carers of students who are receipt of Pupil Premium money will not be requested to contribute to the costs of residential visits or extra-curricular educational visits.

Voluntary Contributions

- These may be requested for any activity, whether during or outside of school hours, residential or non-residential.
- There will be no obligation to contribute
- Students will not be treated differently according to whether their parents/carers have contributed or not.

If an activity cannot be funded without voluntary contributions, and if these contributions are not adequate, the activity may not take place.

This Policy will be reviewed on a three-year basis. Parents/carers will be consulted prior to the next update of the Policy.

Author: Aarron Stafford

Date of Policy: September 2026

Shared with staff:

Approved by the Management Committee on (date)	
Signed (Chair of MC): Sally Jones	
Date:	