

REACH POLICY FOR CHARGING

Date of Policy: February 2017

Review of Policy: February 2018

This policy sets out our approach to charging and remissions, and is informed by Local Authority guidance and statutory DfES requirement. In doing this our intention is to ensure transparency in setting charges and ensure all children are able to access all the provision on offer. This policy does not apply to charges made and determined by other organisations offering activities and services on the REACH premises.

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| School Meals | There is no charge to students for meals. |
| Lettings | Reach will make its facilities available to internal and external users. For a full breakdown of charges please see the Reach Lettings Policy/Terms and conditions. The scale of charges will be determined annually by the Reach Finance Committee and agreed by Reach Governing Body. |
| Transport | Student Transport to be arranged by their school or the local authority. Reach is not responsible for arranging or supplying transport. |
| Examination Entries | <p>A charge will be levied in respect of examination entries for pupils where the school has not prepared the pupil for the examination.</p> <p>Where applicable the following charges may apply:</p> <p>Invigilation £15.00 per hour Room charge £15.00 per hour Admin £10 per application Examination fee - determined by the exam provider.</p> <p>The above charges may fluctuate depending on the nature/circumstances of the examination. Requirements and charges may be discussed and agreed on an individual basis.</p> <p>The exam officer will agree charges at the time of entry and an invoice will be raised two weeks prior to the examination date. Please note, once the invoice has been raised the candidate/sponsor will be responsible for the costs incurred even if they do not attend the examination.</p> <p>In the event of a cancellation two week prior to the examination the candidate/sponsor will be invoiced for charges incurred by the examination provider. However, notice of this cancellation must be confirmed in writing via email or letter.</p> |

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| <p>Outreach Support</p> <p>Group Work (in school) incorporating CPD for an identified member of staff</p> <p>Girls/Boys Groupwork at REACH</p> <p>1:1 Student Mentoring/tutorial (off-site)</p> <p>1:1 Student Mentoring/tutorial (on-site)</p> <p>Staff Training</p> | <p>We provide a range of support training and advice to schools and other educational providers and settings.</p> <p>£300 for a 6 Week programme (1 session per week)</p> <p>£15 per pupil per term (10 sessions)</p> <p>£50 per session</p> <p>£30 per session</p> <p>£500 per full Day £300 per Half Day £100 per Hour</p> <p>The above charges may fluctuate depending on the nature/circumstances of the Outreach support or training. Requirements and charges may be discussed and agreed on an individual basis.</p> <p>Please note, any training/support booked may be cancelled with up to 1 weeks notice, after which relevant charges (i.e. administration/preparation time) will be applicable.</p> |
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