

# Charging, Remissions and Debt Recovery



## RECORD OF ISSUE

ISSUE	DATE	NEXT REVIEW DATE	SUMMARY
11	April 2024	April 2025	New financial year 2024-2025
12	April 2025	April 2026	New financial year 2025-2026
13	April 2026	April 2027	New financial year 2026-2027

### DOCUMENT CONTROL

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**We** Accountable  
Resilient  
Empathetic



We're working towards Artsmark  
Awarded by Arts Council England

- to maintain the right to free school education
- to establish that activities offered wholly or mainly during normal teaching time should be available to all students regardless of their parents/guardians' ability or willingness to help meet the cost
- to emphasise that there is no statutory requirement to charge for any form of education or related activity, but to give schools the discretion to charge for optional activities provided wholly or mainly out of school hours
- to confirm the right of schools to invite voluntary contributions for the benefit of the school, or in support of any activity organised by the school, whether during or outside school hours

The PRS will keep additional costs to parents to an absolute minimum and will try to meet costs, regardless of entitlement from the school budget.

The PRS provide

- lunches to all pupils free of charge
- snacks for breakfast in collaboration with the National Breakfast Club free of charge
- ingredients and resources across the curriculum with no cost to parents
- equipment and uniform items where there is the need
- loan of equipment such as musical instruments / computer hardware (with prior agreement)

Where activities take place in centre session times but are enrichment rather than an essential part of a course, the parents/caress may, at the discretion of the head teacher, be invited to make a voluntary contribution towards the cost of the activity on a pro-rata basis. No student will be debarred from taking part in an activity because his/her parents/carers cannot, or will not, contribute. However, the centre reserves the right to cancel, or reduce the amount of tuition, if there are insufficient funds to support the cost of such an event or activity.

Any debt over £500 will be taken to the Management Committee.

The Business Manager / Head teacher on behalf of the Management Committee, will review the policy on an annual basis.