



Charging Policy

Centre Academy London

To be reviewed annually.
Next review date: 1 September 2018

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The Fees for Centre Academy London are as follows:

	Per term	Per annum
Lower/Middle	£9,200-£13,000	£27,000-£39,000
Upper School	£9,500-£13,666	£28,500-£40,100

Please Note: Fees are *inclusive* of all therapies and support, including Speech and Language, Occupational Therapy, Counselling and one-to-one tutorials in literacy, numeracy, reading and other subject-based disciplines. *All support is provided by fully qualified teachers; we do not employ learning support assistants.*

Fees also include all books, supplies and materials for each class and subject.

Bursaries

Centre Academy London may provide bursaries for parents with exceptional financial difficulties. Bursaries are highly limited, however, and will only cover **part of a child's fees; they** are not automatically renewable.

In the event of a pupil leaving the school, the pupil's parents or guardians must give the School advance written notice of one full term or become liable to pay in full, (in lieu of such notice) fees for one full term.

Additional Charges

The following are additional charges:

- costs of lost and destroyed school property and breakages;
- the cost of for residential school trips/excursions
- the cost of entering a pupil for a public examination not prescribed in regulations, and the cost for preparing the pupil for such an examination out of school hours;

In all cases where additional charges are likely to be made parents must be told the amount in advance. CA London sends out a letter with the amount that will be charged to parents for a proposed trip at the beginning of each school year.

Responsibilities

The Proprietor is responsible for making and reviewing the policy.

The Head of School in concert with the Bursar is responsible for the implementation of the policy and ensuring that staff, parents and pupils know the details as appropriate.

Monitoring and Review

The Bursar will report on the policy to the Head of School as appropriate.

The Head of School will report to the Principal on any relevant aspects of the working of the policy as appropriate.