



Swallow Grange Charging and Remissions Policy

1. Introduction

Swallow Grange is an alternative provision supporting pupils with Special Educational Needs and Disabilities (SEND), many of whom have Education, Health and Care Plans (EHCPs). Placements are commissioned and funded by Local Authorities and/or schools.

All educational provision delivered as part of a pupil's placement, including support specified within an EHCP, is provided **at no cost to parents/carers**.

This policy outlines the limited circumstances in which charges may be made and how remissions may be applied.

2. Aims

- To ensure clarity and transparency in relation to any charges
- To ensure no pupil is disadvantaged due to financial circumstances
- To reflect the commissioned nature of placements at Swallow Grange
- To comply with the Education Act 1996 and relevant guidance

3. Principles

- Swallow Grange operates on a **commissioned placement model**, where funding is provided by the Local Authority or referring school
- **Parents/carers are not charged** for educational provision, support, or interventions delivered as part of a pupil's placement
- Any charges made will relate only to **optional activities outside of the core provision**

4. Activities for Which No Charge Will Be Made

No charge will be made for:

- Any provision delivered as part of a pupil's placement at Swallow Grange
- Any support, intervention, or therapy specified within an EHCP
- Education provided during a pupil's agreed placement hours
- Teaching materials, equipment, or resources required for provision
- Educational activities that form part of the planned provision or curriculum offer

5. Activities for Which Charges May Be Made

Charges may be made in limited circumstances for:

- Activities that are **wholly optional** and not part of the pupil's agreed placement or EHCP provision
- Enrichment activities offered outside of core provision where additional costs are incurred
- The repair or replacement of property where damage or loss is the result of a pupil's behaviour (where appropriate and reasonable)

6. Voluntary Contributions

Swallow Grange may occasionally invite voluntary contributions to support additional enrichment opportunities.

- Contributions are entirely voluntary
- There is **no expectation** that parents/carers will contribute
- A pupil's access to activities will **not be affected** by whether a contribution is made
- Where funding is insufficient, the provision may review whether the activity can proceed

7. Remissions

Although parents/carers are not charged for core provision, Swallow Grange will consider full or partial remissions for any chargeable optional activities where there is evidence of financial hardship.

This may include, but is not limited to, families in receipt of:

- Universal Credit

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance

Discretionary remissions may be applied on a case-by-case basis.

8. Transport

Transport to and from Swallow Grange is typically the responsibility of the commissioning Local Authority or referring school, particularly where specified within an EHCP. Swallow Grange does not normally charge parents for transport.

9. Damage to Property

A charge may be made for the repair or replacement of equipment or property where damage or loss is attributable to a pupil's behaviour, where this is considered appropriate and reasonable.

10. Monitoring and Review

This policy will be reviewed annually or in response to changes in legislation, guidance, or the operational model of the provision.

11. Contact

For further information regarding this policy, please contact the Swallow Grange office.

Why this version works better for you

- Clearly states **LA/school-funded model**
- Reinforces **no cost to parents** (important for trust + compliance)
- Distinguishes **placement vs optional extras**
- Avoids "mainstream school" tone
- Strong for **DfE application / inspection / buyer due diligence**