

RSD Charging Policy (2026)

1. This statement, issued in conformity with the Education Reform (NI) Order 1989, outlines the Policy of the Board of Governors, relative to services for which no charges are made and for which charges must be made. It is the policy of the Board of Governors:

1.1 For all UK and EU resident pupils entitled to free tuition, to make no charge for textbooks, equipment, instruments or incidental transport provided in connection with education during school hours, or within the School's curriculum (except for example in Home Economics, Art and PE/Games where parents have indicated in advance their wish to purchase the product) or for statutory religious education. It remains however for parents to provide personal items such as pens, pencils, stationery or sports equipment, which are the property of the individual pupil.

1.2 To make no charge for public examination entries, except where:

- a. the School has not prepared the pupil for that examination
- b. a pupil is resitting an examination for which the School has provided no further preparation
- c. a pupil is resitting a public examination (at GCSE or A/AS level) to seek to improve the grade obtained
- d. a pupil has failed, for no valid reason, to attend for the examination or to complete its requirements.

It will be for parents to meet the cost of any request on their part to have a pupil's examination result scrutinised.

1.3 To make the annual Compulsory Capital Fee at the limit fixed by the Department of Education for Northern Ireland, at present £70. This charge is essential, to enable the school to fund its proportion of capital projects undertaken.

1.4 To make a charge to parents for board and lodging where a curricular activity involves pupils spending one or more nights away from home, and there is no statutory remission.

1.5 To make a charge for the full transport, residential and other costs relating to tours, excursions or holiday trips etc. that are outside the statutory requirements and where parents elect that their children should participate.

1.6 In the case of oversubscribed tours, excursions, holiday trips or application to the Dilworth Scholars Scheme, to use the following criteria for final selection of places:

- a. pupils whose parents have paid all Capital Fees.
- b. criteria set by the tour/trip organiser e.g. squad balance for a sports team; priority year group(s).

1.7 To leave to the Principal's decision:

- a. the proportion of costs of an activity which should be charged to public or non-public funds.
- b. the determination of the action to be taken in any individual case arising from the implementation of this policy.
- c. the application of the RSD Family Fund to support a request for financial assistance.

1.8 To require payment from parents for damage or loss of School property by their children, where this is not accidentally caused.

2. Private Music Tuition - A charge will be made by external music tutors for individual instrumental or vocal tuition, where parents have agreed the arrangements in advance with music tutors. Please note that you are signing up to a commitment to continue these private lessons for a 33-week period which are being organised with the Education Authority on your behalf. One full term's notice must be given in writing by parents to

withdraw your child from these lessons. Your child will necessarily have their music lessons cancelled if payment is not made within the 30 days period.

3. Nothing in the 1989 Order prohibits the Board of Governors from inviting contributions for the benefit of the School or any School activities.

3.1 RSD School Fund - As the amount of grant from the Department of Education has been insufficient for many years to maintain the excellent facilities and the wide range of curricular options available, it has been necessary to request a voluntary contribution from parents towards the School Fund, to assist in covering revenue costs and to assist in the costs associated with the wide range of extra-curricular activities offered by the School. This has become an indispensable element of the School's Finances on which the School is reliant and the majority of parents support the School in this way. The current rate for the School Fund is £135 per pupil per annum, with a sibling discount rate of £75 for second and subsequent children in the family. The Board of Governors hopes that all parents will assist us in this way.

3.2 Unless parents continue to support us financially in this way, the school may in time have to reduce the wide range of extra-curricular activities and the variety of clubs currently available. Alternatively, the Board of Governors may have to consider charging parents for each extra-curricular activity engaged in by their children. This would not be our preferred option and we would therefore encourage parents to continue to support us financially in this way by paying the parental contribution and thereby supporting the RSD School Fund.

3.3 Resource Deposits - Pupils are charged a Resources Deposit of £105 which is refunded at the end of the pupil's school career, providing that all books and other school materials are returned in good condition and there are no outstanding costs for accidental damage, outstanding school meal charges or other incidental expenses.

3.4 We understand that some parents may face difficulties in making a contribution towards the School Fund. Parents who find themselves in this situation can be assured that their child will not be placed at a disadvantage. However, it must be recognised that the continuance of certain activities depends on a sufficient level of funding from parents.

3.5 Free School Meals Bursary - The Board of Governors would wish to enable all pupils who have gained entry at Year 8 the opportunity to avail of a grammar school education at RSD, regardless of the fees that may be levied to each pupil. A Bursary will be available to all pupils who are eligible for Free School Meals as notified to the school by the Education Authority. This Bursary will cover 100% of the Capital Fees (i.e. £70 as listed above at Paragraph 1.3) and pupils registered for Free School Meals at the start of the academic year are further exempt from the School Fund charge. This Bursary is available each and every year of the pupil's tuition at RSD, subject to continued qualification for Free School Meals entitlement as notified by the Education Authority.

3.6 As recommended by DE, in certain circumstances the Board of Governors will consider waiving the Capital Fee. These circumstances are set out in (Circular 2008/19) on the DE website. The Board of Governors reserves the right not to consider such an application, if it has not been brought promptly or has not been accompanied by the relevant supporting documentation.

4. This policy statement will not be repeated on each occasion that a charge is made, or a contribution requested, but it will be referred to on each occasion.