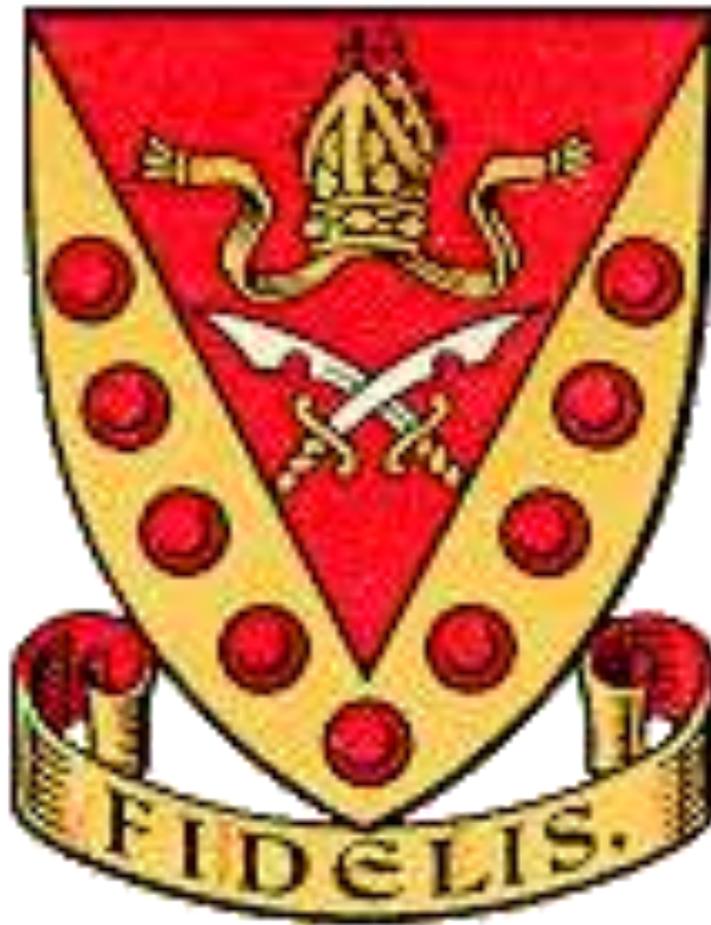


# Bishopshalt School

## Charging for Exams & Resits Policy



<b>Responsibility</b>	Mrs Warnock	<b>Date reviewed</b>	March 2018
<b>Headteacher</b>	Mr McGillicuddy	<b>Next review date</b>	March 2020
<b>Ratified by</b>	Governing Body	<b>Date Ratified</b>	July 2016

## **1. Introduction**

1.1 In light of DfE policy to grant an entitlement to Sixth Form students to GCSE and AS re-sits, the Governing Body of Bishopshalt School has decided to adopt the following approach to the issue of charging for these.

1.2 The Governing Body have decided to take the approach for two reasons:

- Motivation – the governors believe that if students know and understand that they will pay an examination fee to re-take an examination, this will better motivate students to make their best effort and achieve their best grades at the first attempt.
- Cost – the cost to the School of re-takes is considerable and, with the exception of GCSE English and Maths, where specific tuition is provided, this cost has to be passed on to the student.

## **2. Eligibility to re-sit GCSE and AS examinations**

2.1 The School will pay all examination fees arising from the **first** examination of any GCSE or AS/A2 that a student is studying.

2.2 Each student is entitled to one GCSE English and Maths or AS re-take of each examination, in an attempt to improve their marks towards their final grade.

## **3. Charges for GCSE and AS examination re-sits**

3.1 Any student who takes up the option to re-sit will be charged an amount equivalent to the Examination Board entry fee (plus a small admin fee of 10%), with the exception of GCSE English and Maths.

3.2 The student will be required to pay this fee **before** the entry is made.

## **4. Exceptions**

4.1 In the event that an individual student experiences financial difficulty that prohibits his/her ability to comply with this policy and subject to the agreement of the School that a re-take is warranted, the School will consider granting exemption from this policy. Any application for exemption is subject to agreement by the Assistant Head: Director of Sixth Form.

4.2 Students will not be charged where the re-sit takes place as a result of controversy or disagreement between the School and the examination board over the conduct or marking of the examination/s.

**5. Informing Students**

- 5.1 Students will also be informed of this policy in writing by the Assistant Head: Director of Sixth Form.

**6. GCSE Language Exams**

Where a student requests to sit a language exam which is not taught at Bishopshalt School we will pay for the exam units and ask for any charge relating to the oral exam to be paid by parents/carers.

**7. GCSE & A Level**

Where a student misses an exam and has no valid reason the charge will be invoiced to the parents/carers.