SEND (Special Educational Needs) Financial Charging Policy

AKS Lytham – United Learning Independent School

1. Policy Statement

AKS Lytham is committed to supporting all pupils, including those with Special Educational Needs and Disabilities (SEND), in line with the *Children and Families Act 2014* and the *Equality Act 2010*. This policy outlines when additional financial charges may apply for additional learning support, provision or related assessments or specialist advice outside of usual termly fees. Such charges are considered to be 'specific charges' in line with our Terms and Conditions and does not include provision funded by the Local Authority or provision that is a reasonable adjustment. Decisions about whether additional support constitutes a reasonable adjustment will always be made on a case-by-case basis.

2. Legal and Regulatory Framework

This policy is informed by:

- Children and Families Act 2014
- Equality Act 2010
- SEND Code of Practice (2015)
- High Needs Funding Operational Guide 2025–2026
- Independent School Standards Regulations

3. Principles

Charges will be transparent, reasonable, and communicated clearly.

The school will collaborate with local authorities and families to determine funding responsibilities if the pupil is in receipt of an Educational Health Care Plan (EHCP).

4. Scope of Additional Charges

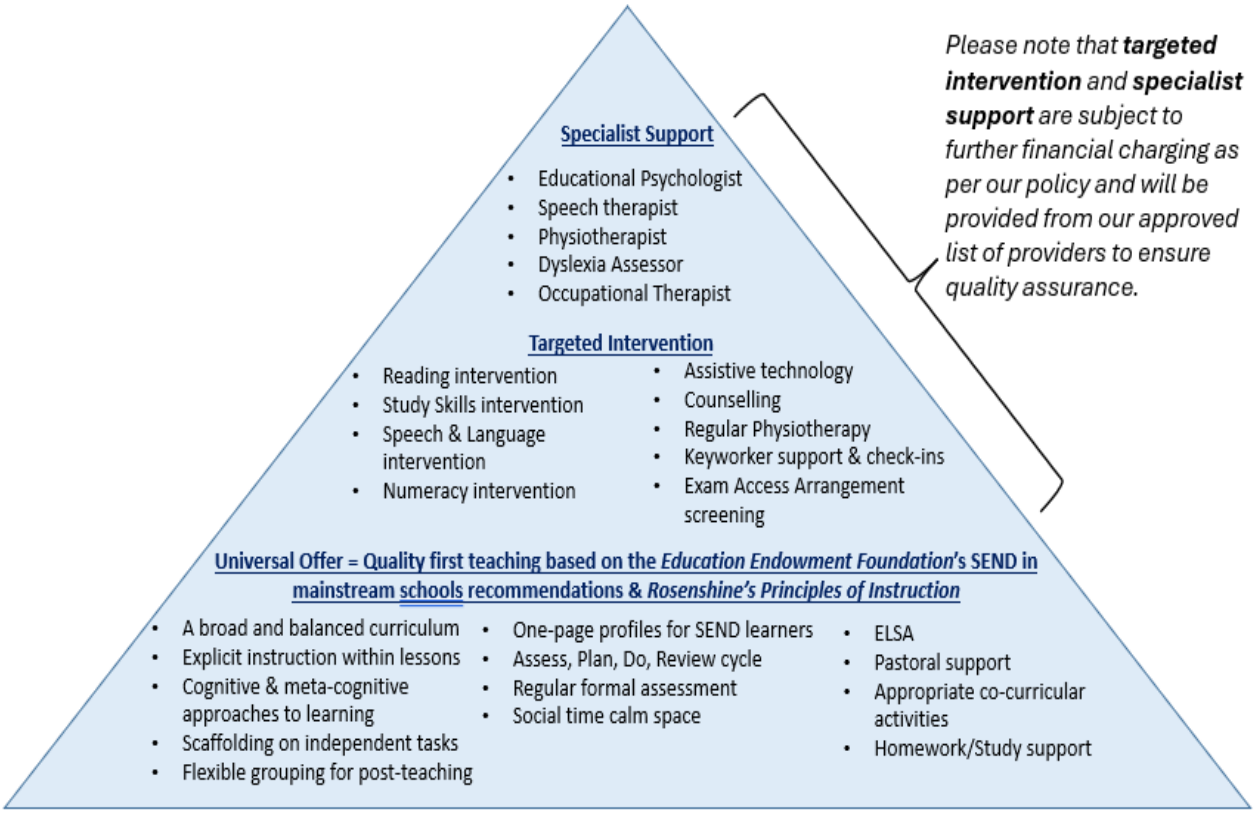
Additional charges may apply only when provision is not a reasonable adjustment.

- Exceeds what is specified in an Education, Health and Care (EHC) Plan.
- Is requested by parents beyond statutory requirements, including co-curricular activities and trips outside of the usual school site.
- Is not covered by local authority or other public funding.

5. Examples of Chargeable Provision

- Chargeable provision will be such provision that is not a part of the universal offer from the school.
- The diagram below [Universal and Targeted Provision] illustrates examples of what the school can potentially charge for, please note this list is not exhaustive.

Universal and Targeted Provision



Autism, ADHD and other specialist needs assessments are not within the Universal Offer.

6. Funding Responsibilities

- The school will seek local authority funding for pupils with Educational, Health Care Plan (EHCP).
- Additional services requested by parents may be charged unless they are reasonable adjustments, with prior agreement.

7. Transparency and Communication

- All potential charges will be discussed during admissions or formal SEND reviews.
- A written breakdown of costs will be provided.
- Annual reviews will include discussion of provision and any associated costs.

8. Complaints and Appeals

Concerns about charges can be raised through the school's Complaints Policy. Disputes over funding will be addressed in collaboration with the local authority if the pupil is in receipt of an Educational Health Care Plan (EHCP).

9. Monitoring and Review

This policy will be reviewed annually or in response to changes in legislation or funding guidance.

Template Owner	Operations Business Partner – Independent Schools
Department responsible	School Improvement Teams
United Learning Independent Schools/Academies/Both	United Learning Independent Schools
Reviewed	July 2026
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Policy Owner	Allan McKeown (Senior Deputy Head) and Cathy Hurst-Endresz (SENCo)
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