

SECTION D

MISCELLANEOUS INFORMATION

1. SCHOOL UNIFORM

All post primary schools require pupils to wear a particular school uniform. Parents are asked to co-operate by providing the school's recommended uniform. Parents should not obtain any uniform, however, until they have been officially notified that their child will be admitted to the school.

2. SCHOOL MEALS

2.1 Nutritionally balanced Mid-day meals are available in all post primary schools. Pupils who receive Income support or whose parents:

- (i) Receive Income Support; or
- (ii) Receive Income-based Jobseekers' Allowance; or
- (iii) Receive the Guarantee element of the State Pension Credit; or
- (iv) Receive Income-Related Employment and Support Allowance; or
- (v) Are in receipt of Child Tax Credit; and are ineligible for Working Tax Credit because they work less than 16 hours per week; and have an annual taxable income of £16,190 or less (rate determined by the Department of Education);
- (vi) Are asylum seekers supported by the Home Office National Asylum Support Service (NASS)

are eligible for the provision of free meals.

Parents are encouraged to apply for free meals for their children by completing application forms available at schools and board headquarters. It is important that parents make application to the board as soon as possible after becoming entitled to one of the above benefits since free meals cannot be provided until the principal of the school received confirmation from the board in writing of a pupil's entitlement. Parents of pupils who are currently in receipt of school meals have no need to reapply.

2.2 Cash Cafeteria Provision

Most post primary schools have a cash cafeteria system which offers a wider choice of menu than the traditional school dinner. Arrangements can be made to accommodate special dietary meals. If your child is entitled to free meals he/she will be given tickets or a pass to a value equivalent to the price of a school dinner.

2.3 Provision Of Facilities For Bringing Food To School

The board, where practicable, makes arrangements to enable lunch-takers to eat in reasonable conditions, but it will not provide facilities for cooking or heating food and it does not provide knives, forks, cups, etc. The arrangements for lunch-takers vary from school-to-school, depending on the accommodation available.

3. BENEFITS

3.1 PROVISION OF CLOTHING

If your child is in receipt of Income Support or if you are: -

- (i) In receipt of Income Support; or
- (ii) In receipt of Income-based Jobseekers' Allowance; or
- (iii) In receipt of the Guarantee element of the State Pension Credit; or
- (iv) In receipt of Income-Related Employment and Support Allowance; or
- (v) In receipt of Child Tax Credit; and are ineligible for Working Tax Credit because you work less than 16 hours per week; and have an annual taxable income of £16,190 or less (rate determined by the Department of Education); or
- (vi) An asylum seeker supported by the Home Office National Asylum Support Service (NASS)

your child/children may also be eligible for assistance towards the provision of clothing (school uniform and for physical education) if he or she attends a secondary school (including grammar and junior high schools) or a special school.

Assistance takes the form of a cash payment and the amount is normally increased each year in line with inflation.

Application forms are normally available from mid-April at the child's school or at board headquarters. Parents of pupils who currently receive assistance towards the provision of clothing will be sent renewal documentation by the Board.

3.2 EDUCATION MAINTENANCE ALLOWANCES

Education Maintenance Allowances for pupils over compulsory school age are paid in accordance with the Maintenance Allowance (Pupils Over Compulsory School Age) Regulations (Northern Ireland) 1994. Allowances are available to pupils over compulsory school age who are following full-time courses and do not hold awards. Application form for 16 to 18 year olds are available from The Department of Employment and Learning, Adelaide House, 39/49 Adelaide Street, Belfast, BT2 8FD and from those schools that offer courses for pupils over compulsory school age.

4. THE MUSIC SERVICE

4.1 There are five key areas of Music Service activity:

- School-based instrumental tuition to groups of selected children. This is closely linked to progress through the examinations of the Associated Board of the Royal Schools of Music Grades 1-8 and to GCSE, AS and A2 Level music examinations where applicable.
- School-based tuition on strings, wind, recorder, percussion and singing for whole classes and/or large groups.
- Area-based ensemble opportunities at Junior, Intermediate and Advanced levels. This includes performance at concerts throughout the year and the possibility of attendance at weekend courses and trips.
- A programme of school recitals and concerts involving musicians employed by the board and visiting musicians brings live music to schools and into the community.
- Pupils who do not receive instrumental tuition are encouraged to join in group activities at Music Centres mainly through recorder and singing. The annual Summer School also provides opportunities to explore a range of options aimed at developing the skills of our existing pupils as well as providing access to others through e.g. recorder, music workshops for younger pupils, singing, jazz and traditional music.

4.2 Charges

(a) Instrumental Tuition

In September 1997 the board introduced a charge to schools for instrumental tuition. For the academic year 2010/2011 this charge is £26.00 per hour. Legally, schools can decide to pass on all or part of this charge to parents. The cost per pupil is likely to be in the range of £4.00 - £8.50 per lesson. This is well below the real cost of this provision and compares favourably with private tuition fees.

(b) Instruments

The annual charge for instruments on loan to pupils from the SELB Music Service is £45.00. In addition parents will have to meet the cost of repairs which are as follows: -

Routine Repairs	Minimum £10.00 – Maximum £50.00
Replacement Instrument	Maximum £500.00
Replacement Bow	} Full replacement cost up to a maximum of £50.00
Replacement Mouthpiece	
Routine Maintenance	

The cost of examination entries and music books are to be met by parents.

(c) ***Membership of a Youth Orchestra, Youth Band or Youth Ensemble***

Membership Fee:

£83.00 per annum for Orchestras and Bands, rehearsing on Saturday mornings
£63.00 per annum for Junior Ensembles, rehearsing mid-week in Portadown, Newry and
Dungannon.

(d) ***Advanced Teaching Service***

Lessons will be charged at £460.00 per annum session for 30 sessions from mid-September to June. Fees are payable twice yearly in advance.

Students enrolled in the Advanced Teaching Service will be expected to attend Saturday Orchestras and Bands and are entitled to membership of these groups at remission rates.

(e) ***Intermediate***

Instrumental tuition based at a Music Centre £240 per annum. ***Rates will vary slightly depending on the length of lesson and the numbers in each group.***

(f) ***Theory, Aural and Practical Musicianship***

Music Service Students: £40 per annum or £15 per term.
Privately Taught Students: £75 per annum or £30 per term.

4.3 ***Remission of Charges***

See Remission of Charges paragraph 6.1 on page 193.

5. ***OUTDOOR EDUCATION CENTRES***

One of the most successful methods of helping the social and personal development of young people is through outdoor education. It encourages healthy physical exercise and strengthens environmental understanding. It increases their self-confidence with the peer group and in coping with new situations. Outdoor education for the Southern Education and Library Board Youth Service includes all the learning, social developments and acquisition of skills associated with the enjoyment of adventurous activities and environmental experience in the outdoors.

This education is further enhanced in the residential setting of the board's Outdoor Education Centres - Shannaghmore situated outside Newcastle and Killowen situated outside Rostrevor. Between them the centres provide 90 beds per night.

5.1 ***CHARGES***

(a) ***Residential***

A charge will be made by the board to the Board of Governors based on the cost of meals and a proportion of the cost of accommodation.

(b) Non-Residential

Where the activity is required for approved public examination purposes, the board will charge the Board of Governors only the cost of meals consumed. It will be a matter for the Board of Governors to determine the charges, if any, to be levied on parents other than those who are entitled to remission.

For 1 Year (Prices commencing September 2010)

(c) Level of charges		2010/2011 School Year
Meal	(Supper and Breakfast count as one meal)	£ 4.00
Day	Killowen/Shannaghmore (Young Person)	£26.60
	Evening Instruction Sessions	£ 2.75
	Example (4 days, midweek programme)	£103.40
	Weekend (Friday evening to Sunday afternoon)	£62.85
Facility use only	Killowen/Shannaghmore-(Field Study)	£ 9.10
Camping		£ 4.00

The level of charges and a new booking procedure will take effect from 1 September 2010.

6 REMISSION OF CHARGES

Article 131 of the Education Reform (Northern Ireland) Order 1989 requires each Board of Governors to have in place a policy in respect of the charges it intends to make for any optional extras to board and lodging, for instance, when pupils may be engaged in an overnight stay as part of an educational visit. Details of the school's policy are contained in the school's prospectus. A copy of the prospectus and further information are available from the Principal of the school concerned.

In accordance with Article 131 of the Order the board will remit charges for certain activities. This remission will be effective only where parents/guardians are entitled to Income Support or Family Credit or Income related Job Seeker's Allowance or claim free school meals.

6.1 MUSIC SERVICE

- (a) Membership of orchestras, bands and ensembles is available at a reduced rate for students who are entitled to free school meals. Rates for 2010/2011 are as follows:
£42.00 per annum for Orchestras and Bands, rehearsing on Saturday mornings
£32.00 per annum for Junior Ensembles, rehearsing mid-week in Music Centres
- (b) For students entitled to free school meals, the instrument loan fee is reduced from £45.00 to £22.50 per annum.
- (c) Parents who have more than one child receiving tuition may pay for each child at monthly intervals.
- (d) The Remission Policy relating to charges for board tuition in schools is the responsibility of the Board of Governors and/or management of each individual school.

6.2 OUTDOOR EDUCATION CENTRES

Where the education activities organised during the residential trip must be free of charge, board and lodging charges will be remitted in respect of pupils whose parents are in receipt of Income Support or Family Credit for any part of the duration of the trip.

(a) Scale of Remission Payments

The board will remit meal charges in respect of pupils in Controlled and Maintained schools on the basis of the following maximum amount: -

Cost of an adult school meal: £2.90 for school year beginning September 2010.

(b) Remission of Cost of Mid-Day Meal

The remission of the cost of the mid-day meal will be recovered by the Board of Governors from the school meals allocation. Wherever possible, the meals should be purchased from a school, in which case, the meal ticket arrangement which the pupil normally uses should operate.

7. CHANGES IN INFORMATION

The information in this booklet relates as far as possible, to the 2011/2012 school year and is correct at 17 November 2010. In some cases the charges indicated are those for the current school year (2010/2011). Charges for the 2011/2012 school year will be established when the board is aware of the amount of money available to it to run its services. Any changes made to the arrangements set out in this guide which take place during the 2011/2012 school year will be notified to schools and displayed in notices in public libraries and at board headquarters.

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