



Learning Support Charges and Terms & Conditions

1. Introduction

Oakham School has an outstanding reputation in the provision of Learning Support through its department of qualified teachers. The School's policy is set out in its Special Additional Education Needs (SAEN) policy, which may be found on the School's website.

2. Provision and Reasonable Adjustments for SAEN

Oakham offers the following arrangements and adjustments to support pupils who come to the school with identified learning difficulties, and for those pupils who are identified as having learning difficulties at some point during their time at Oakham.

3. Included in the School Fees

The following support is included in the school fees:

- small class sizes for mainstream curriculum lessons
- for Lower 1 to Form 3 inclusive, group support lessons
- drop-in sessions Tuesday and Thursdays 2.00pm – 5.30pm, to provide revision sessions, subject workshops or individual support
- semi-supervised private study periods in the Learning Support Department to support learning difficulties and/or advise on the completion of prep assignments: the Department is open throughout the normal School day, except at Morning Break and at lunchtime
- preparation and maintenance of the Individual Education Plan (IEP) page for all teachers

4. Not included in the School Fees

Where bespoke, individual diagnosis and support is required, the following are provided at an additional charge to parents:

- one-to-one support with a fully qualified Learning Support specialist
- assessments for Access Arrangements - these must be carried out by one of our approved assessors and are arranged after permission has been sought from parents; note that it is not possible to only use evidence provided by other Educational Psychologists to support applications for Access Arrangements
- use of a reader, scribe, prompt and/or word-processor in controlled/coursework assessments and internal/external exams for those pupils (where granted by the Head of Learning Support and in line with JCQ regulations) - where it is necessary to employ additional peripatetic staff for this purpose, parents are expected to make a contribution to the overall cost of employing additional peripatetic staff for this purpose

Parents should note that offers to pupils for places in the School may stipulate a certain amount of Learning Support initially, which will have cost implications. Clearly, the amount of support will be kept under close review over time between the pupil's parents and the School.

5. Terms and Conditions

Prices for one-to-one Learning Support from Form 4 for the following academic year will be advised in the Bursary Booklet sent out annually in hard copy form over the summer holidays with the Winter Term bill. The Bursary Booklet can also be found in electronic form on the Parent Portal.

For Form 4 (Year 10) onwards, the School may recommend or stipulate a certain level of chargeable one-to-one support for a pupil. For new joiners from Form 4, particularly new joiners at Form 6 (Year 12), offer letters may have as a condition the requirement for a certain level of one-to-one Learning Support. All one-to-one lessons will be chargeable in arrears. Lessons missed or forgotten by pupils will be chargeable unless there is an adequate reason (eg school commitment clash and no ability to reschedule, teacher not available and no ability to reschedule) with which the Head of Learning Support is in agreement. A register of attendance will be maintained.

Notice to withdraw the pupil from one-to-one lessons at the start of a term must be made in writing to the Head of Learning Support, Dr Emma Stanley Isaac, esi@oakham.rutland.sch.uk, no later than the last day of the preceding term's half term holiday (exeat).

The School may be able to accommodate ad hoc one-to-one Learning Support but priority will always be given to pupils with an IEP.

In the event charges for one-to-one Learning Support are found to be too onerous, parents will be able to apply for bursary support, which would involve the submission of full financial circumstances and supporting documentation as for bursaries relating to School Fees. Please contact the Finance Bursar, Maxine Kane, mak@oakham.rutland.sch.uk in these circumstances.

6. Charges

Charges from 1 September 2020

Type of Support (chargeable from Form 4)	Charge
One to one SEN Learning Support	£43.25 per 50 minute session
Assessment for Access Arrangements	£96.30
Contribution to cover invigilators for separate examination venues	£15.00 per examination
Assessment for the use of a word processor in examinations	£43.25 per assessment

Director of Operations/Chief Operating Officer
September 2020