



## **St.Catherine's Catholic VA Primary School**

### *'Live, Love and Learn Together'* **Charging and Remissions Policy**

The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs and visits, can make towards a pupils education. The Governing Body aims to promote and provide such activities as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

The relevant statutory provisions are contained in Chapter III of Pt VI of the Education Act 1996. This requires the Governing Body to determine and keep under review a Charging and Remissions Policy. Parents have a right to ask for this information and a summary must be included in the school prospectus.

There are two types of financial contributions for which parents can be asked in relation to educational activities:

- Voluntary contributions
- Permitted charges

They have different limitations as set out below.

#### **Voluntary Contributions:**

There is no limit to the level of voluntary contribution that may be asked for or any restriction on the way in which it is used. Voluntary contributions therefore can be used

- to subsidise parents of pupils who are unwilling or unable to pay the charges made and
- to pay the travel and accommodation costs of accompanying teachers or adults.

Letters requesting a voluntary contribution for an activity must indicate that there is no obligation to contribute and that pupils will not be treated differently according to whether or not their parents have made any contribution in response to the request or invitation.

#### **Permitted Charges:**

Permitted charges are a direct request to cover certain costs involved with a school activity or visit. No charge can be made in respect of education provided during school hours (which excludes the midday break). Furthermore, no charge can be made for any education provided outside of school hours if this forms part of the National Curriculum or religious education (non-chargeable education). A charge may be made however for board and lodgings on any residential educational visit.

The school may ask parents to make voluntary contributions towards any visit or journey, which is organised. All cases will be looked upon on an individual basis. The school will not

discriminate against any child on grounds of non-payment, but reserves the right to exclude children on other grounds, and to cancel the activity unless enough voluntary contributions have been received.

Uniform is sold in school to parents at cost purchase price.

Activity	Policy
School meals	No charge will be made for pupils entitled to free school meals. We will charge all pupils not entitled to free school meals an amount determined by the local authority, contractor or governing body of the school, as appropriate
Activities within the school day	When an educational visit is organised, parents will be notified of the actual cost of the proposed outing and will be asked for a voluntary contribution. No child will be left out of an outing
Swimming	A contribution will be requested at the start of each swimming period as a contribution towards the running costs of the pool.
Residential	Payment will be required in respect of residential visits as outlined in policy.
Music	No charge will be made for instrumental and vocal tuition within school hours, for children in care (including instrument hire, music books etc). We will charge for all other instrumental and vocal tuition requested by parents and delivered by specialist tutors within school hours.
Independent providers	The school will act as an agent for clubs or activities delivered by other parties and will deliver bills on their behalf, the contract for paying will lie with the parent/carer and the provider.
Materials	A charge will be made for materials used when a child owns the finished product e.g. cooked items, Art, DT
Damage to property and breakages	We may seek to recover some or all of the costs incurred due to wilful damage or breakage of property belonging to a third party where the school has been charged. This will be determined by the headteacher.

Signed.....Date:.....Review date:.....

Chairman of the governors