

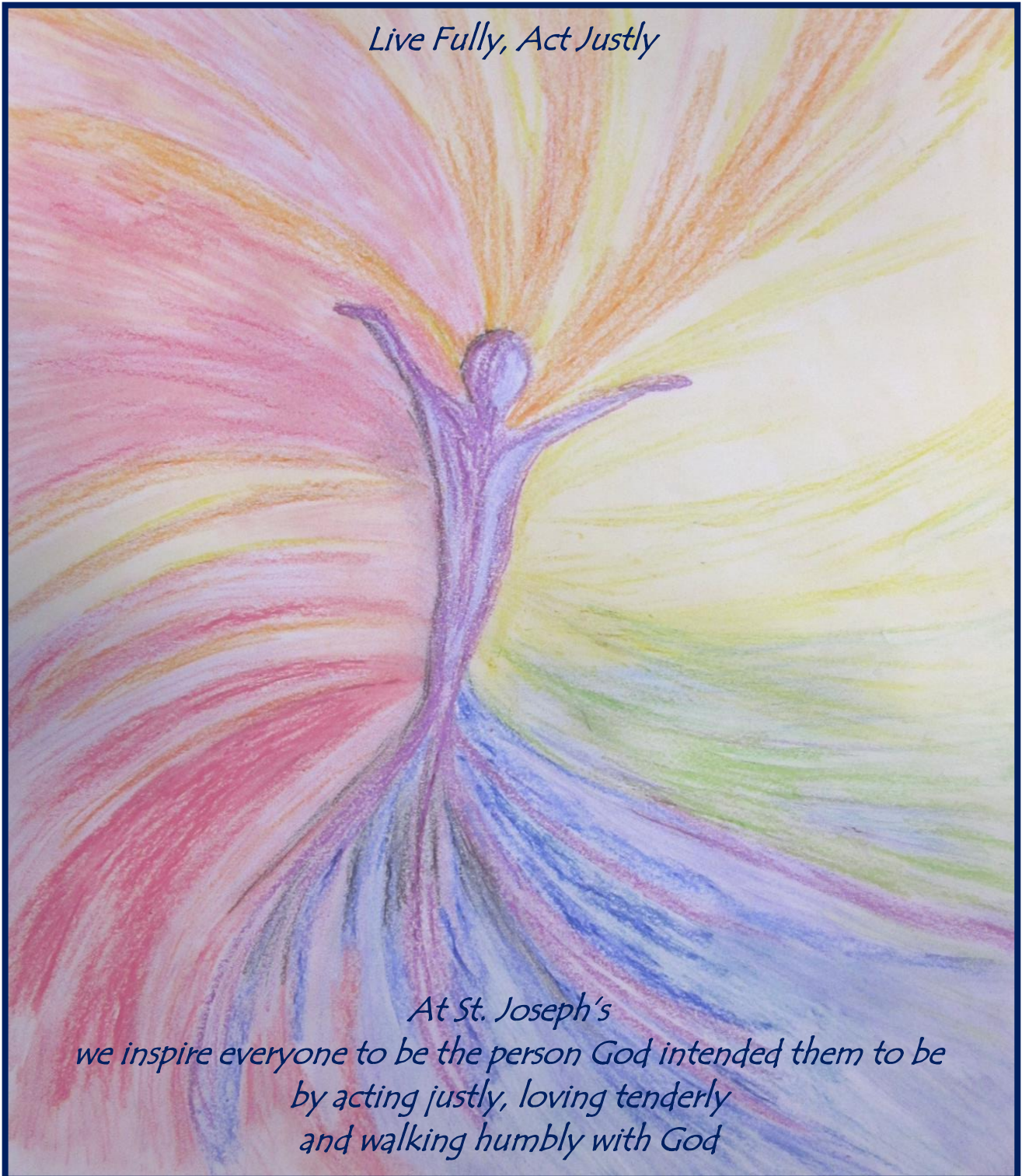


St. Joseph's Catholic Primary School

**Charging and Remissions Policy**



**Bishop Wilkinson**  
Catholic Education Trust  
Through Christ, in Partnership



**Executive Headteacher:** Mr David Miller

**Chair of Governors:** Mrs Paula Russell

**Date:** September 2023

**Date for Review:** September 2024

*Live fully, Act justly*

## **Charging and Remission Policy**

This Charging and Remissions Policy complies with statutory requirements, has regard to the Local Authority's Policy Statements on charging and is reviewed on an annual basis. The education we provide at St. Joseph's, during normal school hours, is at no charge at all to pupils. We do not charge for any activity undertaken as part of the National Curriculum.

### **Aims and Objectives**

The aims of this Policy are to:

- Set out what the school will not charge for, what it will make a charge for or request a voluntary contribution towards, from parents/guardians.
- Clarify how charges will be determined, so parents and guardians understand why requests for payment are sometimes made for some activities.

### **Activities without charge**

There will be no charge for the following activities:

- Education provided wholly or mostly during school hours. This includes the supply of any materials, books, instruments, other equipment and also transport provided in school hours to carry pupils between the school and an activity.
- Education provided outside school hours if it is part of the National Curriculum or part of religious education.
- Instrumental and vocal music tuition, which is part of the National Curriculum or the first Programme in which the whole class engages with the KS2 Programme of Instrumental and Vocal Tuition (Wider Opportunities).
- Instrumental and vocal tuition for children in care.

### **Voluntary contributions**

The school may ask for voluntary contributions towards the cost of school-time activities to assist with funding, subject to the following conditions:

- Any children of parents who do not wish to contribute will not be treated any differently.
- Where there are insufficient contributions to make the activity viable, the activity will be cancelled.

### **Chargeable activities**

The school may recover the full costs of the following activities, which may be provided directly or through commissioned services, but charges will not exceed actual cost:

- Educational or other activities provided wholly or mainly outside school hours, which are not:
  1. Part of the National Curriculum.
  2. Part of religious education.(Note: This could include before and after school clubs run by the school).
- Board and lodgings on residential visits (subject to remission arrangements).
- Cost of entering a pupil for a public examination not prescribed in regulations, and for the cost of preparing a pupil for that examination outside school hours.
- Provision of instrumental and vocal tuition, which takes place during the school day, and which has been requested by parents/guardians.
- Provision of materials/ingredients for subjects such as Art & Design or Food
- Technology, where pupils take home a finished product.

- Buses: From time to time, transport will be required to take pupils to a free activity. In such cases we would normally charge for the cost of transport, this will be outlined on the Visit Form/letter.

### **After School Clubs**

The cost of after school clubs will be laid out each half term in the Clubs letter and parents will be expected to pay for the whole half term in advance.

### **Swimming**

St. Joseph's organises swimming lessons for children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for these lessons.

### **Remissions Policy**

Pupils eligible for Pupil Premium Funding are financially supported with chargeable activities so that they have equal opportunity to access all school curricular and extra-curricular activities. We may be able to offer some financial support to pupils whose parents/guardians are receiving income support, income-based job seeker's allowance, family credit or disability working allowance. Charges for other chargeable activities may be fully or partially remitted. Details of any remission arrangements will be made clear when parents are informed of charges for individual activities.

### **Equality statement**

- The governors and staff are committed to providing the full range of opportunities for all pupils, regardless of gender, disability, ethnicity, social, cultural, or religious background. All pupils have access to the curriculum, and the right to a learning environment, which dispels ignorance, prejudice, or stereotyping.
- This policy has been impact assessed by governors in order to ensure that it does not have an adverse effect on race, gender or disability equality.

### **Human Rights Act 1988**

- In revising the school's policy on Charging and Remission for School Activities, consideration has been given to the requirements of the Human Rights Act 1998.
- Any parent wishing to object to a decision taken by the Head Teacher relating to this policy would have the right to complain to the governing body of the school, in accordance with the Complaints Policy.

### **Monitoring and Reviewing**

This policy will be reviewed on a bi-annual basis.

This policy will be reviewed by the LGC in September 2024.