

Charging and Remissions Policy



The Governing Body of St Joseph's Catholic Primary School approved this policy in October 2020.

Introduction

The governing body recognises the value of providing a wide range of experiences to enrich and extend pupils' learning and to contribute to their personal development. The Governing Body aims to promote and provide such experiences for the pupils of the school, both as part of a broad and balanced curriculum and as additional optional activities.

However, many of these activities have an associated cost and cannot be provided unless voluntary contributions are received or parents are charged for the cost.

This policy will set out the circumstances in which charges will or will not be made for school activities and when charges may be waived in order to ensure that all pupils have an equal opportunity to benefit from school visits, curricular and extra-curricular activities.

Policy Statement

The policy complies with the requirements of the Education Act 1996 and the Local Authority's Charging and Remissions Policy for School Activities provided or arranged by the authority.

Where 'parent' is referred to, this will include adults with a responsibility for the pupil.

Charges

No charge can be made in respect of admission to a maintained school

Where the education is provided for the pupil during school hours no charge shall be made in respect of it, with the exception of Early Years Provision (as defined by section 20 of the Childcare Act 2006) and early year's provision for a pupil who is of compulsory school age.

Regulations may prescribe circumstances in which the above section does not apply in relation to tuition in singing or playing a musical instrument.

Where the education is provided for the pupil outside school hours no charge shall be made in respect of it if it is:

- a) Required as part of a syllabus for a prescribed public examination which is syllabus for which the pupil is being prepared at the school
- b) Provided in pursuance of a duty imposed by section 88 or 109 of the Education Act 2002 or section 69 of the School Standards and Framework Act 1998
- c) Provided in pursuance of the duty imposed by section 7 of the Childcare Act 2006

The governing body reserves the right to make a charge for the activities and items detailed below:

- Residential visits in school hours – the board and lodging element of approved residential activities deemed to take place within school hours
- Cookery ingredients if the child will take the result home.
- Some trips which are part of the school curriculum.
- After school and pre-school clubs.
- Music tuition if it is not required for the National Curriculum and is provided for an individual pupil or for groups of pupils.
- School dinners, if not entitled to free school meals under the current legislation.
- Damage to school property – the cost of replacing any item, such as a broken window or defaced, damaged or lost book, where this is as a result of a pupil's behaviour.
- Nursery sessions where there is no eligibility for Government funding.

The Governing Body may, from time to time, amend the categories of activity for which a charge may be made.

Nothing in this policy statement precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of providing education for pupils.

Remissions

Where parents are in receipt of Universal Credit, Income Support, Income Based Jobseekers Allowance, Support under part IV of the Immigration & Asylum Act 1999 or Child Tax Credit (provided that Working Tax Credit is not also received), in receipt of any other benefit or allowance, or entitled to any tax credit under the Tax Credit Act 2002, upon request the Governing Body will observe its statutory requirement to support an application towards the cost of board and lodgings for any residential activity that the school organised for the pupil if the activity is deemed to take place within school hours.

There may be cases of family hardship which makes it difficult for pupils to take part in other particular activities for which a charge is made. When arranging a chargeable activity the Governing Body will invite parents to apply in confidence for the remission of charges in part or in full. Authorisation of remission will be made by the Head Teacher in consultation with the Chair of Governors.

Voluntary Contributions

Voluntary contributions may be requested to help with providing activities even though they may be part of the normal school day or part of the National Curriculum.

If voluntary contributions are requested for an activity, it should be clearly understood that there is no obligation to contribute and that if the parent is unable or unwilling to pay the child will not be excluded from the activity.

Parents will have the right to withdraw their voluntary contribution before (but not after) the booking has been made.

If sufficient contributions are not received, the activity may be cancelled.

Parents will be advised of this when the voluntary contribution is requested.