



ST MARY'S CATHOLIC PRIMARY SCHOOL

CHARGING AND REMISSIONS POLICY

DATE: - 13th November 2018

CHAIR OF FINANCE COMMITTEE: -

MINUTED: - 13.11.2018

DATE OF NEXT REVIEW: - Autumn 2020

REVIEW FREQUENCY:- Bi-Annually



SCHOOL CHARGES AND REMISSIONS POLICY

A. General

1. The Governing Body recognises the valuable contribution which a wide range of activities, including educational visits and residential experiences, can make towards pupils' personal and social education. Such activities should be seen as an integral part of a broad and balanced curriculum for all pupils.
2. The Governing Body aims to encourage and promote such activities within a general policy framework which offers maximum flexibility to Heads of School, teachers and their staff, to provide opportunities appropriate to the needs of their pupils and to local circumstances.

B. Charges

3. The Governing Body reserves the right to make a charge for the following activities organised by the School:
 - (i) those organised for pupils outside of school hours or otherwise deemed to be an optional extra as defined in the Education Reform Act;
 - (ii) those involving a board and lodging element and deemed to be within school hours (eg. Bi-annual residential visit for year five and six);
 - (iii) individual instrumental tuition which takes place within school hours, unless it forms part of the syllabus of a prescribed public examination or the National Curriculum;
 - (iv) those involving the purchase or hire of instruments, materials, equipment and clothing (or the provision of them by pupils or parents) in cases where it has discretion so to do.
4. Where a pupil has not been prepared for a public examination by the school, the Governing Body may make a charge for the cost of entering the pupil for the examination if previously agreed by the parents.
5. If a pupil fails without good reason to complete the examination requirements for any public examination for which the Governing Body has paid (or is liable to pay) an entry fee then the Governing Body may recover the fee from the parent.
6. Where the Governing Body of the school makes a charge in respect of an activity provided by the school for which provision is included in the school's budget share, the Authority will take account in its resource allocation formula of the relevant proportion of the income accruing to the school for that activity.
7. Nothing in this policy statement precludes the Governing Body from inviting parents to make voluntary contributions towards the cost of providing education for pupils.

C. Remissions

8. Where the parents of a pupil are in receipt of:-

- Income Support
- Income-based Job Seekers Allowance
- Child Tax Credit (TC 602), as long as the parents do not receive a working Tax Credit and an annual income that does not exceed £16,105
- Supported under Part VI of the Immigration and Asylum Act 1999.

The Governing Body will remit in full the cost of board and lodgings, less the amount of the deposit to be paid for by the parents/carers, for any residential activity that it organises for the pupil if the activity is deemed to take place within school hours or where it forms part of the syllabus for a prescribed public examination or the National Curriculum.

The Governing Body adopts these criteria for remission in respect of other provision.