

St Marys Catholic Primary School

'Learning together in Faith and Love'

ST. MARY'S CATHOLIC PRIMARY SCHOOL



Charging and Remissions

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Introduction

We believe that all our pupils should have an equal opportunity to benefit from school activities and visits (curricular and extracurricular) independent of their parents' financial means. This charging and remissions policy describes how we will do our best to ensure a good range of visits and activities is offered and, at the same time, try to minimise the financial barriers which may prevent some pupils taking full advantage of the opportunities.

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual or group music tuition.

Voluntary contributions

When organising school trips or visits, which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each trip is costed and funded. The school provides this information on request

The following is a list of additional activities organized by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'.

This list is not exhaustive:

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to the theatre;
- school trips abroad;
- musical events.

School Trips and Residential visits

If the school organises a trip during school time or mainly school time, which is to provide education directly related to the National Curriculum, we may request a proportion of the costs from parents. Dependent on overall costs, the school may also subsidise. For Residential Visits, the school will make a charge to cover the costs of board and lodging and transport. Support is available for families who are on low income or those with more than one child attending the journey for example; twins.

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Instrumental tuition

We make a charge for those children opting to learn musical instruments.

Breakfast Club

In order to ensure that overall costs are covered and that the extended school activities can be sustained beyond the funding grants, it is sometimes necessary to ask parents to make a contribution towards the costs of the activities.

The cost of breakfast club is £2 per session. This can be paid on a weekly or half termly basis.

After School Clubs

The cost of clubs ranges from £20-£80 depending on the level of specialism required. Subsidised places are available in line with the criteria laid out in the school's overall charging policy.

We ask parents to pay the fee in advance for the forthcoming half term. However, parents can make arrangements with the school to pay in instalments in exceptional circumstances.

Families qualifying for remission or help with charges

In order to remove financial barriers from disadvantaged pupils, the governing body has agreed that some activities and visits where charges can legally be made **may be offered** at no charge or a reduced charge to parents in particular circumstances. The following paragraphs set out the **circumstances in which charges may be waived. This remains at the discretion of the Governing Body based on individual circumstances.**

Category A

CATEGORIES WHICH MAY QUALIFY FOR REMISSION OR SUBSIDY

Parents in receipt of

- Income Support
- Income-based Jobseekers Allowance
- Support under part VI of the Immigration and Asylum Act 1999

Additional categories of parents may claim help with some costs in some circumstances:

- When there are twins/triplets in a family – governors will help with the cost of school journey and trips
- Vulnerable families involved with social services or other agencies
- Parents on low incomes experiencing financial difficulties

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4. Additional considerations

The governing body recognizes its responsibility to ensure that the offer of activities and educational visits does not place an unnecessary burden on family finances. To this end we will try to adhere to the following guidelines:

- where possible we shall publish a list of visits (and their approximate cost) at the beginning of the school year so that parents can plan ahead
- we have established a system for parents to pay in instalments
- when an opportunity for a trip arises at short notice, it will be possible to arrange to pay by instalments beyond the date of the trip
- we acknowledge that offering opportunities on a "first pay, first served" basis discriminates against pupils from families on lower incomes and we will avoid that method of selection.

Arrangements for monitoring and evaluation

The Finance Committee of the governing body will monitor the impact of this policy by receiving on an annual basis a financial report on those activities that resulted in charges being levied, the subsidies awarded (without giving names) and the source of those subsidies. It will seek to evaluate the impact of the school's extended services on those children most in need of additional support.