

St Mary's Catholic High School, Leyland

Charging & Remissions Policy



Created: April 2016

Reviewed: April 2017



Introduction

This charging and remissions policy complies with statutory requirements, has regard to the Authority's policy statements on charging and is reviewed on an annual basis.

Activities without charge

There will be no charge for the following activities:

1. 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
2. Education provided outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination which the pupil is being prepared for at the school, or part of religious education
3. 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)
4. Instrumental and vocal tuition for children in care
5. Entry for a prescribed public examination including re-sits provided that a pupil has been prepared for it at the school.

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 then the activity will be cancelled

Chargeable activities:

The school may recover the full costs of the following activities but charges will not exceed actual cost: (note: this could include school before and after school clubs)

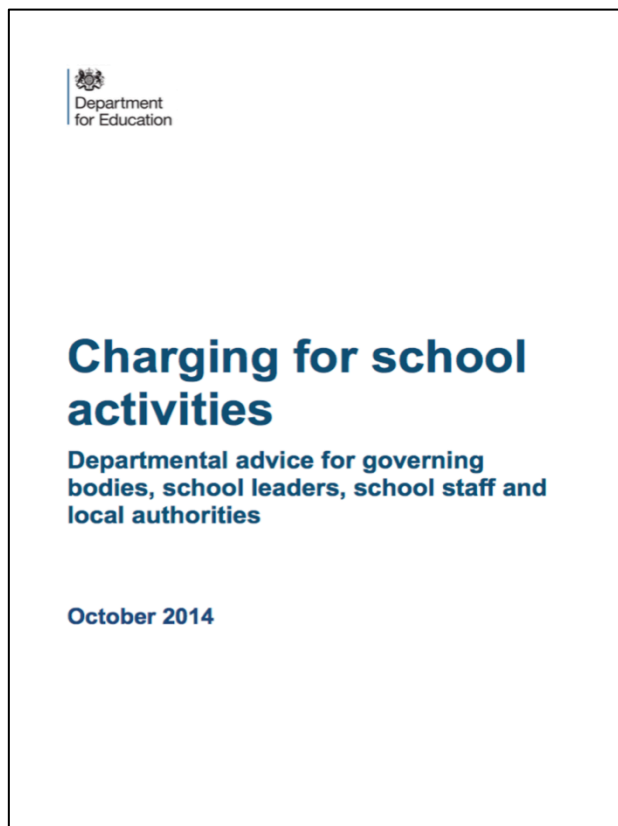
1. Educational or other activities provided wholly or mainly outside school hours which are not:
 - (a) Part of the National Curriculum
 - (b) Part of a syllabus for a prescribed public examination which the pupil is being prepared for at school
 - (c) Part of religious education
2. Board and lodgings on residential visits (subject to remission arrangements)
3. Provision of instrumental and vocal tuition, which takes place during the school day and which has been requested by parents/carers

Remissions:

There will be no charge for board and lodgings for pupils whose parents are receiving income support, income-based job seekers allowance, family credit or disability working allowance. Charges for other 'chargeable activities' may also be fully or partly remitted. Details of any remission arrangements will be made clear when parents are informed of charges for individual activities.

Further information can be found in the following DfE document:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/514619/Charging_for_school_activities.pdf



Contents	
Summary	3
About this departmental advice	3
Expiry or review date	3
Who is this advice for?	3
Main points	3
School charging	4
Education	4
Optional extras	5
Voluntary contributions	6
Music Tuition	6
Transport	7
Charging and remissions policies	7
Residential visits	8
Education partly during school hours	8
Non-residential activities	9
Residential visits	9
State boarding schools	10
Frequently asked questions	11
Further sources of information	17
Associated resources (external links)	17
Other departmental advice and statutory guidance you may be interested in	17
Other departmental resources	17