



# **ST GREGORY'S CATHOLIC PRIMARY SCHOOL**

## **SCHOOL CHARGING AND REMISSIONS POLICY**

### **INTRODUCTION**

This Charging and Remissions Policy is subject to annual review to ensure compliance with statutory requirements.

### **CHARGING POLICY**

#### **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 a syllabus for a prescribed public examination which the pupil is being prepared for at the school, or part of religious education;
- Instrumental and vocal music tuition for pupils learning individually or in groups, unless the tuition is provided at the request of the pupil's parent / carer;
- Entry for a prescribed public examination including re-sits provided that a pupil has been prepared for it at the school;
- Examination re-sit(s) if the pupil is being prepared for the re-sit 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, or the school cannot fund it from another source, then the activity will be cancelled.

All requests to parents for voluntary contributions will make it clear that the contributions are voluntary and that there is no obligation to contribute.

### **Chargeable Activities**

The school may recover the full costs of the following activities but charges will not exceed actual cost:

- any materials, books, instruments, or equipment, where the child's parent wishes him/her to own them;
- Optional extras (see below);
- Music and vocal tuition, in limited circumstances (see Appendix B);
- Certain early years provision (see the Education (Charges for early years provision) regulations 2012);
- Community facilities (see section 27 Education Act 2002).

### **Optional Extras**

Charges may be made for the activities detailed below:

- Education provided outside of school time that is NOT:
  - ❖ part of the National Curriculum;
  - ❖ part of a syllabus for a prescribed public examination that the pupil is being prepared for at school;
  - ❖ part of religious education.
- Examination entry fees if the registered pupil has not been prepared for the examination at the school;
- Transport (other than transport that is required to take the pupil to school or to other premises where the Local Authority/Governing Body have arranged for the pupil to be provided with an education);
- Board and lodging for a pupil on a residential visit (subject to remission arrangements);
- Extended day services offered to pupils (for example breakfast club, after school clubs, homework clubs where they are under the responsibility of the Governing Body).

Please see attached Appendix A containing the current schedule of charges.

In calculating the cost of optional extras an amount may be included in relation to:

- Any materials, books, instruments or equipment provided in connection with the optional extra;
- The cost of buildings and accommodation;
- Non-teaching staff;
- Teaching staff engaged under contracts for services purely to provide an optional extra, this includes supply teachers engaged specifically to provide the optional extra; and
- The cost, or an appropriate proportion of the costs, for teaching staff employed to provide tuition in playing a musical instrument, or vocal tuition, where the tuition is an optional extra.

Any charge made in respect of individual pupils will not exceed the actual cost of providing the optional extra activity, divided equally by the number of pupils participating.

### **REMISSIONS POLICY**

There will be no board and lodgings charges for pupils whose parent/carers are receiving specified benefits. This is subject to change but usually equates to pupils being eligible for free school meals.

Charges for other 'chargeable activities' may be fully or partially remitted. Where appropriate, Governors can approve the use of the delegated budget and other funding streams such as the Pupil Premium Grant to allow 'chargeable activities' to be fully or partly remitted.

Details of remission arrangements will be stipulated when parents are advised of charges for individual activities.

## APPENDIX A

### 2024/25 SCHEDULE OF CHARGES

- Robinwood Y6 2 night residential to include board, lodgings and activities £320.00.
- Keyboard Tuition weekly 30 minute lesson on a 1:4 ratio £6.00 per lesson (term time only).
- Woodwind Tuition weekly 30 minute lesson on a 1:3 ratio £6.00 per lesson (term time only).
- Gregory's Gang Breakfast Club £4.00 per session (£5.00 for on the day booking) – 7:45am to 8:45am Monday to Friday term time.
- Gregory's Gang After School Club £8.00 per session (£7.50 for siblings) (£10.00 for on the day booking) – 3:15pm to 6:00pm Monday to Friday term time.
- Charges for both Breakfast Club and After School Club on the same day are £12.00 (£11.50 for siblings) (£15.00 for on the day booking).



## **APPENDIX B**

### **Music Tuition**

Although the law states that, in general, all education provided during school hours must be free, instrumental and vocal music tuition is an exception to that rule.

The Charges for Music Tuition (England) Regulations 2007 set out the circumstances in which charges can be made for tuition in playing a musical instrument, including vocal tuition.

Charges may now be made for vocal or instrumental tuition provided either individually, or to groups of any size, provided that the tuition is provided at the request of the pupil's parent. Charges may not exceed the cost of the provision, including the cost of the staff who provide the tuition.

The Regulations make clear that charging may not be made if the teaching is either an essential part of the national curriculum, or is provided under the first access to the KS2 Instrumental and Vocal Tuition Programme. They also make clear that no charge may be made in respect of a pupil who is looked after by the Local Authority (within the meaning of section 22(l) of the Children Act 1989).

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