

*St Edmund's Catholic Primary School*

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*St Joseph's Catholic Primary School*

## CHARGING AND REMISSIONS POLICY

**Policy Adopted: Summer 2014**

**Reviewed: Autumn 2021**

**Review Date: Autumn 2024**



## **Introduction**

The governing body recognizes the valuable contribution that the wide range of additional activities, including clubs, educational visits and residential experiences can make towards pupils' personal and social education.

The governing body aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

## **Charges**

The governing body reserves the right to make a charge in the following circumstances for activities organized by the school.

### School Journeys in school hours

A contribution towards bus costs for trips and activities deemed to take place within school hours.

### Activities outside school hours

The full cost to each pupil of the following activities deemed to be optional extras taking place outside school hours:

- E.G.
- Annual residential trips
  - Science museum sleepover
  - events organised by Friends
  - educational visits
  - clubs organised after school or at lunchtime
  - theatre visits

### Instrumental Music Tuition

The cost to the pupil for providing individual instrumental tuition.

. The governing body has the right to make a charge to parents for all or part of the cost of such tuition. Charges will not exceed the cost to the school of such tuition. Charges will not be made in the following circumstances:

- Where a pupil is a pupil premium child and/or in receipt of ( or registered for) free school meals, the nationally agreed criteria for which is:
  - income support
  - income based job seekers allowance
  - income related employment and support allowance

- the guarantee element of the state pension credit
- child tax credit. (provided you are not also entitled to working tax credit and have an annual gross income that does not exceed £16,190)
- working tax credit ‘run on’ –the payment someone may receive for a further 4 weeks after they stop qualifying for working tax credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get) at the time of your application. If your income goes above the threshold in the future, but you remain on Universal Credit, your child will still be eligible (see below). If you applied before 1 April 2018 there was no household income threshold for Universal Credit claimants.
- supported under part VI of the Immigration and Asylum Act 1999

- where the pupil’s family is in receipt of “invalidity benefit” or “widows pension”.
- other exceptional circumstances

. A charge may not be levied where the tuition is provided as part of a recognized external examination course within the school’s curriculum.

The decision about charges for instrumental tuition will be reviewed annually and parents informed.

### Materials, Instruments etc

The cost of purchase or hire of instruments, materials, equipment or clothing (or the provision of them by parents) for the following activities:

- Art & Design
- Design Technology
- Science
- Clubs
- Extra Curricular activities

The governors may charge for materials or require them to be provided if the parents have indicated in advance that they wish to own the finished product.

### General

The governing body may from time to time amend 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 the parents of a pupils are in receipt of the previously mentioned benefits the governing body will remit in full the cost of board and lodging 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.

In other circumstances, there may be cases of family hardship which make it difficult for pupils to take part in 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 headteacher in consultation with the Chair of Governors.