





All Souls' Catholic  
PRIMARY SCHOOL

# Charging & Remissions Policy

June 2022

<b><u>Review Programme:</u></b>	
<b>Ratified by Governors at:</b>	Finance and Sustainability Committee meeting 15/06/2022
<b>Date for next review:</b>	June 2023
<b>Signed – Chair of Governors:</b>	
<b>Signed – Headteacher:</b>	



## **Charging and Remissions**

### **1 Introduction**

All Souls Catholic Primary School places significant value on learning beyond the classroom and recognises the contribution this makes to the learning and development of all children. Therefore we aim for children to participate in a wide range of trips and activities outside of school.

All Souls Catholic Primary School is committed to ensuring equal opportunities for all pupils, regardless of financial circumstances, and has established the following policy and procedures to ensure that no child is discriminated against by our offering of school trips, activities and educational extras.

In addition, we are committed to adhering to legal requirements regarding charging for school activities, and meeting all statutory guidance provided by the DfE.

We promise:

- Not to charge for education provided during school hours.
- To inform parents on low incomes and in receipt of relevant benefits of the support available to them when asking for contributions.

### **2 Legal Framework**

This policy will have consideration for, and be in compliance with, the following legislation and statutory guidance:

- Education Act 1996
- The Charges for Music Tuition (England) Regulations 2007
- The Education (Prescribed Public Examinations) (England) Regulations 2010
- DfE (2018) 'Charging for School Activities'
- DfE (2019) 'Governors' Handbook'

### **3 Charging for Education**

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. There is no charge for school resources used by the children in school unless there is an incident of willful damage.

Participation in activities outside of the school day is voluntary and should be paid for in full.

## 4 Voluntary Contributions

The school budget is limited and therefore we do rely on the good will and financial support of parents who are able to make voluntary donations towards the cost of transport and lessons for activities such as swimming, educational and residential visits.

The school recognises the significant contribution activities beyond the classroom contribute to learning and therefore no would child miss any activity because they were unable to make a financial contribution.

If parents are experiencing difficulties and want to discuss their situation in absolute confidence they are encouraged to contact a member of the school senior leadership team.

The following is a list of additional activities organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to places of interest;
- outdoor adventure activities;
- visits to the theatre; or visiting performers
- musical events.
- events taking place on the school site that involve the purchased services of external organisations e.g. fun days

Unfortunately, if insufficient voluntary contributions are raised to fund an activity or trip and the school cannot fund via another source, the activity/trip will be cancelled.

To keep the costs of off-site visits to a minimum, the school minibus is utilised wherever possible. For some events/activities such as curriculum Swimming lessons, a nominal contribution towards the cost of transport using the minibus may be asked.

## 5 Residential Visits

We will not charge for:

- Education provided on any visit that takes place during school hours.
- Education provided on any visit that takes place outside school hours if it is part of the national curriculum, or part of religious education.
- Supply teachers to cover for teachers who are away from school as they are accompanying pupils on visits.

**Parents will be charged for board and lodging – but the charge will not exceed the actual cost.**

Parents who receive state benefits may receive a remission or reduction in payment, on the discretion of the Headteacher and are encouraged to discuss this with a member of staff.

## **6 Remissions**

We have a small fund to enable families in financial difficulty to send their children on visits/activities. The fund is limited and there is no guarantee that all requests can be met. Assistance will be allocated on availability of funding and need.

## **7 Damaged or Lost Items**

The school may charge parents for the cost of replacing items broken, damaged or lost due to their child's behaviour.