

# St Saviour's RC Primary School

*Pray Together, Learn Together, Stronger Together in Jesus*



## Charging & Remissions Policy

**Date Agreed:** April 2019

**Review Date:** September 2020

# St. Saviour's R.C. Primary School

## Charging & Remissions Policy

### Mission Statement

*Pray Together, Learn Together, Stronger in Christ*

The Governing Body of St. Saviour's R.C. Primary School has drawn up the following policy in accordance with the requirements of chapter III of the Education Act 1996.

### School Journeys & Residential Trips

Charges will be made for board and lodging on all residential trips. (*Charges to families who are Asylum Seekers or in receipt of Pupil Premium or Job Seekers Allowance [Income based] or Income Support may be subsidised*).

Charges will also be made for travel costs and entrance fees to museums, castles, theatres etc.

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, the trip may need to be cancelled. 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, the child will be allowed to participate fully in the trip or activity.

A charge will be made for Insurance.

An element of the cost for non-teaching staff accompanying the children will be made.

- If more than 50% of the time away is out of School hours, optional extras such as canoeing, horse riding and individual tuition of any kind may be charged. (*see chapter III of the Education Act 1996 (sections 449-462)*).

In such cases, governors may engage school teachers on a separate contract to supply the optional extra in return for payment of expenses and if appropriate, a fee.

### Music: Individual Tuition

Charges will be made for optional individual instrumental tuition in or out of school hours. The Governors reserve the right to remit such charges in the case of hardship.

### Charging in Kind:

A charge may be made for ingredients and material (*e.g. in cooking and craft, Design and Technology*) if parents wish to own the final product

### Breakages & Fines:

Parents may be requested to pay for the cost of replacing or repairing items which are defaced or damaged as a result of their child's behaviour.

### **After School Clubs**

Minimal charges will be made for After School Activity Clubs to contribute towards cost of:

- ⇒ Staff costs
- ⇒ School Premises Overtime
- ⇒ Materials/resources used
- ⇒ Outside agency input

After School Provision will generally be offered on a 10 to 12 week duration (*depending on term time*).

### **Pupil Premium entitlement:**

Where pupils are entitled on the current LEA listing to Pupil Premium payments, there will be a *50% reduction in costs* for Extra-Curricular Clubs and Trips.

### **Debts**

Any “writing off” of Parental debt must be agreed with the Governing Body.

### **Lunch Payments**

School dinners are charged on a weekly basis and parents can pay weekly or monthly.

### **Non-Payment**

When a debt of £100 or above is incurred the family will not be entitled to a paid school lunch (Years 3-6) until the debt is cleared and then have to supply a packed lunch until the debt is recovered.

In this instance the child will also not be allowed to attend After School Clubs or Music Tuition until the debt is cleared.

Please understand that any dinner money or After School Club debt has to be met out of the school budget until the debt is repaid, meaning this impacts on the provision for children within the school.

**Agreed by Staff and Governors – April 2018**

**For Review – September 2020**

**Signed:** \_\_\_\_\_ (*Mrs J Chandler – Chair of Governors*)

*Provisions concerning charging for school activities can be found in*

- *chapter III of the Education Act 1996 (sections 449-462)*
- *The Education (School Sessions and Charges and Remissions Policies) (Information) (England) Regulations 1999*
- *The Education (Residential Trips) (Prescribed Tax Credits) (England) Regulations 2003*
- *The Education (Residential Trips) (Prescribed Tax Credits) (England) (Amendment) Regulations 2005*
- *The Charges for Music Tuition (England) Regulations 2007.*