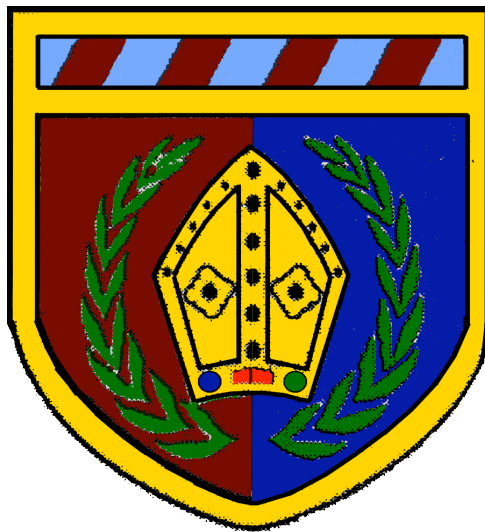


# St John Fisher Catholic Primary School



## Charging and Remissions Policy

"To live, love and learn and learn in our caring community"



## St John Fisher Catholic Primary School Charging & Remissions Policy

### Introduction

The Governors of St John Fisher are conscious of the valuable contribution which can be made to children's education by educational activities beyond the school and beyond the day to day curriculum. The Governors are required by law to state the circumstances in which they will make charges for such activities and to say when they will exempt particular individuals from those charges.

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.

### Optional Extras

Charges will be made for optional extras. This is when an activity takes place outside or partially outside of school hours. These may include:

- Pupil's travel costs
- A pupil's board & lodging costs
- Materials, books, instruments and other equipment
- Non teaching staff costs
- Entrance fees to museums, castles, theatres etc
- Insurance costs
- Additional teaching staff costs where a teacher/ instructor has been engaged specifically for the purpose of providing the activity
- Extended Services Provision

### Voluntary contributions

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 (**with the exception of Plas-dol-y-Moch in Year 6 and Alton Castle in Year 5**). If we do not receive sufficient voluntary contributions, we may cancel a trip. 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, we do allow the child to participate

fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded. The school provides this information on request.

Consequently, all educational visits organised by the school will be held at the discretion of the *Governors* who delegate the day to day responsibility for the organisation of trips to the Head teacher, who in determining the viability shall have due regard to the educational context of the trip in relation to the totality of funds available to the school, including those funds which have been voluntarily contributed in support of the trip, or trips in general.

### **Residential Visits**

If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education or travel expenses but may request a voluntary contribution towards these costs. However, we do make a charge to cover the costs of board and lodging, except in those cases where the remissions policy is applicable.

### **Music Tuition**

All children study music as part of the normal school curriculum. We do not charge for this.

There is a charge for individual or group music tuition if this is not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons. Charges will be made in accordance with a scale of charges to be determined by the *Governing Body*. Parents in receipt of state benefits may apply to the *Governors* for a subsidy per term towards the cost of tuition.

### **Swimming**

The school organises swimming lessons for all children during Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

### **After School Activities**

A number of private providers offer a range of after school activities. They make their own arrangements for charging pupils for the provision.

After school activities organised within the school are not charged for with the exception of Dance Club, Art Clubs and Multi Skills.

### **Remissions**

Pupils whose parents are in receipt of free school meals may not be charged for board and lodging for participation in a residential visit which forms part of the National Curriculum.

### **Breakages**

Where school property is defaced, damaged or lost, the Governors reserve the right to charge parents for the cost of repairs or replacement. Such charges shall not exceed the costs incurred and shall be at the discretion of the Head Teacher under normal circumstances.

**Signed:**

**D. Mooney**

**Date: September 2013**