

# *St. Joseph's R.C. Primary School*

## Charging & Remissions Policy



## CHARGING POLICY FOR SCHOOL ACTIVITIES

### Mission Statement

Our mission statement is the focus for promoting spirituality and creating our ethos in the school and this is at the heart of our teaching and learning; curriculum, policies and practices.

At St. Joseph's School,  
we aim to grow and learn together  
within a loving and caring environment  
which reflects the Gospel values.  
We encourage all our children to reach  
their full potential in  
all aspects of their education.

St Joseph's School is an inclusive school offering equality of opportunity to all pupils we provide a broad and varied range of activities for all our pupils. This includes trips, visits and visiting groups and theatre companies to our school. The Governing Body recognises the valuable contribution these activities make to each child's learning.

### Charging Policy Statement

At St. Joseph's School, no charge is made for education provided in school hours or outside school hours, if it is part of the national curriculum.  
This includes materials, equipment and transport provided by the school to carry pupils to a visit or activity.

### Legislation and guidance

This policy is based on advice from the Department for Education (DfE) on charging for school activities (May 2018) and the Education Act 1996, sections 449-462 of which set out the law on charging for school activities in maintained schools in England.

### Definitions

Charge: a fee payable for specifically defined activities

Remission: the cancellation of a charge which would normally be payable

### Voluntary Contributions

When organising school trips, activities or visits, the school invites parents to contribute towards the cost. These contributions are to enable the activity to take place and enhance the children's educational experiences. They will cover the cost or part of the cost incurred and not make a profit. Parents are under no obligation to make a contribution. Pupils of parents who are unwilling or unable to make a contribution will not be discriminated against and will be included in the activity if it goes ahead.

Curriculum visits and activities may be curtailed or cancelled if significant numbers of parents are unable to make contributions to support the visits. This is to be explained to parents during visit planning and organisation.

### Education outside school hours

Parents may be charged for activities which take place outside school hours when the activities are not a necessary part of the National Curriculum.

Should a charge be made for each pupil it should not exceed the actual cost of the activity. The charge may include an allowance for the cost of staff teaching an activity.

### Charges

Charges will be made for:

- The after school club and breakfast club, to cover the cost of staff payments, materials and utilities and children's meals.
- School meals when not funded by the local authority or central government
- Extra-curricular activities, to cover the costs of payments to sports coaches, teaching assistants, equipment and utilities.
- Individual or group music tuition, when it is not part of the National Curriculum.
- Nursery provision provided in addition to the free 15 hours entitlement. There will be no charge to parent's if they are eligible for 30 hours funded education.

### Residential Activities

If the school organises a residential visit in school time or mainly in school time, which is directly related to the National Curriculum, we do not make any charge for the education or travel.

However, charges may be made for board and lodging when residential activities take place in school time. The charge will not exceed the actual cost of the provision.

Parents who can demonstrate that they are in receipt of the following benefits will be exempt from paying for the cost of board and lodging but are still able to make a voluntary contribution.

- Income based jobseekers allowance
- Support under part VI of The Immigration and Asylum Act 1999

- Child Tax Credit, provided that Working Tax Credit is not also received and the family's income does not exceed £16,150, as assessed by HMRC, financial year 2019/20
- The guaranteed element of the state pension credit.
- Income related employment and support allowance introduced on the 27<sup>th</sup> October 2008.

The school will support a child's participation in activities when a family is experiencing financial difficulties. The school may wish to reduce or remit charges and not ask for voluntary contributions. Individual cases may be discussed in confidence with the headteacher.

*The school reserves the right to charge for damage to books, equipment and buildings where a pupil has acted wilfully.*