



ST. ALBAN'S
Catholic Primary School

ST. ALBAN'S CATHOLIC PRIMARY SCHOOL

CHARGING AND REMISSION POLICY STATEMENT

Last updated September 2022

Rationale

The Governing Body of St. Alban's Catholic Primary School recognises the valuable contribution that the wider range of additional activities, including trips, clubs and residential experiences can make towards pupil's 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.

Context

The law states that education provided during school hours must be free. This definition includes material, equipment and transport provided in school hours by the Local Authority or the School. No pupil may be left out of an activity because their parents cannot or will not make a contribution of any kind. Consideration may be given to using Pupil Premium

Aims

- To make school activities accessible to pupils regardless of family income.
- To provide a process which allows activities to take place at a minimum cost to parents, pupils and the school and which acknowledges the cost of such activities to the school's budget.

Charges

The Governing Body reserves the right to make a charge in the following circumstances for activities organised by the school. If insufficient funds are collected then the trip may have to be cancelled. Voluntary contributions are requested towards the cost of swimming lessons.

Residential activities taking place largely during school hours

The full cost to each pupil of board and lodging. Parents have the right to claim free activities if they are in receipt of the following state benefits:

- Income Support
- Income based Job Seekers Allowance
- Support under section VI of the Immigration and Asylum Act 1996
- Working tax credit and an annual income that does not exceed the published Inland Revenue threshold

Activities outside School Hours

The full cost to each pupil of all approved activities deemed to be optional extras that are not a necessary part of the national curriculum.

Individual Instrumental Tuition

The full cost to the pupil for providing any instrumental tuition if the cost is not an essential part of the national curriculum or examination syllabus.

Remissions

There will be no obligation for any parent to make a voluntary contribution towards the cost of school activities. Pupils will not be treated differently whether or not their parents have made a contribution.

The Governing Board may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity, parents will be invited in confidence, to apply for the remission of charges in full or in part. The Head Teacher, in consultation with the Chair of Governors, will make authorisation for such remission.

Voluntary Contributions

Voluntary contributions may be requested from parents to cover the cost of the following activities:

Cost of materials, bus fares, entrance fees, school visitors etc.

General

The Governing Board may from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the Governing Board from inviting parents to make a voluntary contribution towards the cost of additional activities, which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions.

Updated September 2022

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