

St Michael's Catholic Primary School



Charging and Remissions Policy

Our School Policy Document for Charging

Introduction

All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum, except for some individual or small-group music tuition.

Voluntary Contributions

When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents and carers to contribute to the cost. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents or carers 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 and carers have a right to know how each trip is funded, and the school provides this information on request.

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

- visits to museums.
- sporting activities.
- outdoor adventure activities.
- visits to or by a theatre company.
- musical events.

Residential Visits and Music Tuition

If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education. However, we do suggest a charge to cover the costs of board, lodging and transport, although parents and carers who receive state benefits may receive a concession for residential visits. If we cannot raise sufficient funding through these voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

Payments will be non-refundable. Payment should be made in advance and we will follow up any non-payment and refer to BW CET if necessary. School also reserves the right to:

- 1) Withdraw a child from the activity or cease lessons if there are outstanding payments.
- 2) Recover monies from other income paid to the school by the debtor.

All children study music as part of the normal school curriculum. We do not charge for this. There is a charge however for individual or small-group music tuition, since this is an additional curriculum activity, and not part of the National Curriculum. These individual or small-group lessons are taught by peripatetic music teachers. We make a charge for these lessons, but children entitled to Pupil Premium may receive a concession for music. We give parents and carers information about additional music tuition at the start of each academic year.

Swimming

The school organises swimming lessons for all children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity, but voluntary contributions may be requested towards the costs of private transport.

Wrap Around Provision

The school offers a Breakfast Club and Tea-Time Club. There is a charge for these sessions. The cost of the sessions is reviewed annually and may change as appropriate. Those in receipt of pupil premium may be entitled to support with payments.

Payments

Payments may be made using Weduc. We no longer accept cash payments.

Calculating Charges/ Monitoring

When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating. There will be no levy on those who can pay to support those who can't. Where there are cases of family hardship, which make it difficult for pupils to take part, in particular activities for which a charge is made, the Governing Body may remit all or part of this charge at the discretion of the Head Teacher.

This policy was reviewed in April 2023.

It will be reviewed annually or earlier if necessary.