

# St Marys C of E Primary School

## Charging and Remission Policy



*Part of the ethos of St Mary's is to offer pupils a broad and balanced curriculum. It is therefore important that we offer pupils a wide range of educational experiences. These include sporting activities, trips, and residential experiences. We believe that all our pupils should have an equal opportunity to benefit from school activities and visits (curricular and extracurricular) regardless of their parents/carers financial means. This policy outlines how we do our best to be inclusive, removing barriers which may prevent some pupils taking advantage of educational opportunities.*

### Roles and responsibilities of Principal, all Staff, Governors

The Principal, Staff and Governors will ensure that the following applies:

No charges will be made for;

- education provided during school hours (including the supply of any materials, books, instruments or other equipment)
- tuition for pupils learning to play musical instruments (or singing) if the tuition is required as part of the National Curriculum and is timetabled (Encore Music)
- education provided on any trip that takes place during school hours
- education provided on any trip that takes place outside school hours if it is part of the National Curriculum or part of the school's basic curriculum for religious education
- supply teachers to cover for those teachers who are absent from school accompanying pupils on a residential trip
- transport provided in connection with sports fixtures.

Activities for which a contribution may be asked;

- transport provided in connection with Friday swimming (currently £15.00 per child per term)
- activities outside school hours, non-residential activities (other than those listed in 1 above) which take place outside school hours, but only if the majority of the time spent on that activity takes place outside school hours (time spent on travel counts in this calculation if the travel itself occurs during school hours).

### Residential activities

Board and lodging costs of residential trips will be charged unless they are deemed to take place during school time. However, pupils whose parents/carers are in receipt of certain benefits may not be charged for board and lodging costs.

### Music tuition

In the case of families qualifying for remission or help with charges, in order to remove financial barriers from disadvantaged pupils, the governing body will consider that some (where charges can legally be made) will be offered at no charge or a reduced charge to parents/carers in particular circumstances. This remissions policy sets out the circumstances in which charges will be waived. Criteria for qualification for remission are given below.

Parents/carers in receipt of:

- Income Support
- 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 (as assessed by HM Revenue and Customs) does not exceed the sum given in the Revenue and Customs rules.

School:

- Pupil Premium funding

### Transport to and from school

A charge of £30 per Half Term or £1.50 per day will be requested for using the school bus.

### The Finance Committee of the Governing Body

The above committee will monitor the impact of this policy by receiving on a yearly basis a financial report on those activities that resulted in charges being levied, the subsidies awarded (without giving names) and the source of those subsidies. It will seek to evaluate the impact of the school's extended services on those children most in need of additional support.

Date Implemented: January 2018

Approved by: Madeleine Spinks Chair of Governors

Person Responsible: Peter Kyles Principal

Review Date: January 2020