

# Holy Spirit Catholic Primary School



## Charging and Remissions Policy

This policy was approved by	Governors
Name	
Position	Governors
Date	Sept 2021
Review Date	Sept 2022

### Mission Statement

Our school is a place where we respect the views and value the opinions of everyone.

We encourage the development of behaviour and attitudes which reflect the life of Christ and the teachings of the gospel and so nurture the appreciation of every individual regardless of race, gender, colour or creed.

We endeavour to involve teachers, parents, governors and the wider community in the spiritual, intellectual, emotional and social development of our children.

We strive to help our young people become more independent, making their own decisions and taking responsibility for themselves and others.

**“Jesus holds my hand and guides me on my way”**

## Overview

The education we provide wholly or mainly during school hours will be free of charge but on some occasions a 'voluntary' contribution towards the cost of an activity may be requested by the school and parents will be free to decide whether or not to contribute. This policy sets out the principles upon which the school will operate charges and remissions

## Intent

1. To make clear what will be provided without charge and what will be offered with a charge being made.
2. To clarify what is meant by any request for voluntary contributions.

## Implementation

1. No charge will be made for admitting pupils to school
2. Transport or admission costs for swimming lessons during school hours will be met by the school.
3. The school may request voluntary contributions towards the cost of some activities planned during school hours.
4. Where parents are asked for a voluntary contribution towards the cost of: an activity which takes place during school hours; school equipment or school funds generally, the contribution will be genuinely voluntary, and pupils of parents who are unable or unwilling to contribute will not be discriminated against.
5. Where there are insufficient voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then it will be cancelled.
6. On residential trips that take place wholly, or mainly, during school hours the school will charge for the cost of board and lodging at the actual cost of the provision.
7. Children whose parents are in receipt of some specific support payments will, in addition to having a free school lunch entitlement, also be entitled to the remission of these charges. A similar entitlement will apply where the trip takes place outside of school hours but it is necessary as part of the national curriculum or the syllabus for religious education.
8. Where music tuition or singing tuition is not an essential part of the national curriculum charges may be made.
9. A school residential holiday outside normal school term time will be an optional activity and will be charged at cost to those parents wishing their children to participate.

10. Where a parent has paid for an activity e.g. a theatre visit and their child is unable to attend a refund will not normally be given. Any exceptions will be solely at the headteacher's discretion.
11. Children who receive Pupil Premium grants are entitled to free music tuition.
12. In cases of willful or malicious damage to equipment by a child, parents may be asked to fund the cost for it to be replaced or repaired.
13. Parents may be asked to contribute towards the cost of ingredients or materials in practical subjects such as Design Technology and Science if they wish to keep their child's finished product.

## Outcomes and impact:

The funding of activities will be a clear and open process understood by all. We intend that our charging and remissions policy will be in line with that of the LA and that it will meet the requirements of the law.

Adopted by the governing body date .....

Signed Chair of Governors.....

Date to be Reviewed.....