

Charging and Remissions Policy

St. Mary of the Angels Catholic Primary School



Approved by:

Achievement, Standards and
Behaviour Committee

Date: 28/02/2019

Next review due
by:

February 2021

INTRODUCTION

This charging and remissions policy complies with statutory guidance from the Department for Education (DfE) on [charging for school activities](#) and [the Education Act 1996](#), sections 449-462 of which set out the law on charging for school activities in maintained schools in England.

CHARGING POLICY

Activities without charge

There will be no charge for the following activities:

- Education provided wholly or mostly during school hours. This includes the supply of any materials, books, instruments, other equipment and also transport provided in school hours to carry pupils between the school and an activity;
- Education provided outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination which the pupil is being prepared for at the school, or part of religious education;
- Instrumental and vocal music tuition for pupils learning individually or in groups, unless the tuition is provided at the request of the pupil's parent/carer.
- Entry for a prescribed public examination including re-sits if the pupil has been prepared for it at the school
- Examination re-sit(s) if the pupil is being prepared for the re-sit at the school

Voluntary Contributions

The school may ask for voluntary contributions from parents/carers to fund activities during school hours which would not otherwise be possible. Some activities for which the school may ask parents/carers for voluntary contributions include:

- *school trips and visits*
- *sports activities*
- *workshops*
- *drama performances*

All requests to parents/carers for voluntary contributions will make it clear that the contributions are voluntary and that there is no obligation to make any contribution. **No child will be excluded from an activity if their parents/carers are unwilling or unable to pay.**

If the school is unable to raise enough funds for an activity, and it cannot be funded from another source, then the activity may be cancelled.

Chargeable Activities

The school may recover the full costs of the following activities but charges will not exceed actual cost:

- Any materials, books, instruments or equipment, where the child's parent wishes him or her to own them
- Optional extras (see below)
- Music and vocal tuition, in limited circumstances
- Nursery Top-up payments (for additional 15 hours)

- Community facilities

Optional Extras

The school charges for the following activities:

- Breakfast Club
- After School Clubs
- Nursery Top-up hours (additional 15 hours)
- Music or vocal tuition provided either individually or to groups of pupils, when the tuition is provided at the request of the pupil's parent.

Charges will not exceed the cost of the provision, including the cost of the staff giving the tuition.

REMISSIONS POLICY

Residential visits

Parents/carers who can prove they are in receipt of the following benefits will be exempt from paying the cost of board and lodging for residential visits:

- Universal credit in prescribed circumstances
- 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 Her Majesty's Revenue and Customs) does not exceed £16,190
- The guarantee element of State Pension Credit
- An income related employment and support allowance that was introduced on 27 October 2008

Other Chargeable Activities

Charges for other 'chargeable activities' may also be fully or partly remitted at the discretion of the Headteacher. Where appropriate, Governors approve the use of the delegated budget and other funding streams such as Pupil Premium to allow 'chargeable activities' to be fully or partly remitted.

Details of any remission arrangements will be made clear when parents/carers are informed of charges for individual activities.