



**St Joseph's Catholic Primary School**  
**CHARGING AND REMISSION POLICY**

**Mission Statement**

*We follow in Jesus' footsteps as we care for each other when we work, play and pray.*

**Rationale**

St Joseph's School part of the St John Paul II Multi-Academy recognises the valuable contribution that the wide range of additional activities, including; trips, music tuition, visiting theatre companies, clubs and residential experiences can make towards pupils' education. All children have an entitlement to benefit from all curricular related activities.

Under the direction of the Board of Directors, we aim 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.

St Joseph's School is committed to providing quality education based on equality of opportunity, access and outcomes.

**Context Law states**

That all education deemed to be part of the curriculum provided during school hours must be free. This definition includes materials, equipment and transport provided in school hours by the Multi Academy.

No pupil may be left out of an activity because their parents cannot or will not make a contribution of any kind.

**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**

Under the direction of the Board of Directors, we reserve the right to make a charge in the following circumstances for activities organised by the school.

**Pupil Premium and Charges**

For all activities deemed to be part of the school curriculum, 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

In accordance with the agreed Pupil Premium Plan agreed by schools in the academy, children entitled to the Pupil Premium grant may also be granted a contribution to some or all of the costs of activities deemed to be not part of the school curriculum.

**Residential Activities Taking Place Largely During School Hours**

The full cost to each pupil of board and lodging will be requested.

**Activities not part of the school curriculum**

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.

Possible activities or visitors during the school day that are not essential but are deemed to enhance learning in any way may be pursued and a request for voluntary contributions will be made to parents. Any shortfall will be made up from school budget if available or school fund if there is a shortfall.

**Individual Instrumental Tuition (when appropriate)**

The full cost to the pupil for providing any instrumental tuition if the cost is not an essential part of the national curriculum. Charges for individual and group tuition will be published to parents before the start of each school year.

**Remissions**

There will be no obligation for any parent to make a voluntary contribution towards the cost of school activities and to the School Fund. Pupils will not be treated differently whether or not their parents have made a contribution. The school will have the right to withdraw from proposed activities if insufficient funding is available to enable the activity to take place.

Under the direction of the Board of Directors, we 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 such parents are invited in confidence for the remission of charges in full or in part. The Principal will meet with parents and decide whether to give authorisation for such remission.

**Voluntary Contributions**

Voluntary contributions may be requested from parents to cover the cost of the following activities: School trips (e.g. transport costs, admission fees, insurance cover), visitors to school (e.g. theatre companies)

**Damage to property**

Where a child or group of children have behaved in an unacceptable manner which results in the damage or destruction of school property or its buildings, the Governors reserve the right to charge the parents of these children a proportion of the cost of repair or replacement of the relevant items.

**General**

The Board of Directors may from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the Board of Directors 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.

**Monitoring and Evaluation**

The effectiveness of our Charging and Remission Policy will be monitored by the SLT in the light of

- amount and range of activities provided
- children's response to the activities provided
- parents/carers response to the activities provided

Initial date of policy: November 2022

It is the intention to review this policy annually.