

# St Bede's Catholic Primary School



## Charging and Remissions Policy

Agreed by the Governing Body on	Summer 24
Review Date	Summer 25
Person Responsible	Headteacher

**Introduction:**

The education we provide at St Bede's, during normal school hours, is at no charge at all to pupils. We do not charge for any activity undertaken as part of the National Curriculum.

**Legal Requirement**

The Education Reform act, 1988 set out the law on charging for school activities in all Local Authority Maintained Schools. These provisions have been incorporated in the Education Act 1996. The objectives of the charging provisions in the Act were to:

- Maintain the right to a free education.
- Establish that activities offered wholly or mainly during normal teaching time should be available to all pupils regardless of their parents' ability or willingness to help meet the cost;
- Emphasise that there is no statutory requirement to charge for any form of education or related activity, but to give LAs and schools the discretion to charge for optional activities provided wholly or mainly out of school hours.
- Confirm the right of LAs and schools to invite voluntary contributions for the benefit of the school, or in support of any activity organised by the school, whether during or outside school hours.

This policy statement explains the circumstances in which Academies, LAs and/or Governing Committees have discretion to charge parents for educational provision or for board and lodging. The statement also sets out the circumstances in which charges will be remitted in whole or in part.

**Pupil Premium:**

Families of pupils entitled to Pupil Premium support and Looked After and post Looked After Children (LAC) may receive subsidies towards the cost of the following:

- Some school trips and/or residential visits
- In school music tuition – please contact the School Office
- Some after school clubs and morning club

If you are unsure as to whether your child qualifies for Pupil Premium funding, please contact the school office 0191 3710272. Enquiries will be treated in confidence.

**Voluntary Contributions:**

Parents are invited to contribute to the cost of school trips, visitors to school and visits to enrich the curriculum. If we do not receive sufficient voluntary contributions, the trip, visitor or visit may be cancelled. If a trip goes ahead, it may include children whose parents have not paid any contribution. These children are not treated any differently to others and, where possible, school will pay the additional cost in order to support the activity. Parents have a right to know how each trip is funded, and school provides this information on the visit forms/letter to families prior to the visit taking place.

**Class Activities in School:**

From time to time, we do invite parents to make a voluntary contribution towards activities in school; these may range from activities such as cookery to theatre companies etc visiting school. No child will be excluded from such an activity. If insufficient voluntary contributions are received, the activity may be cancelled.

**Residential Visits:**

If the school organises a residential visit in school time or mainly 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 make a charge to cover the costs of board, lodging and transport. Payments will be non-refundable. Please note that pupils entitled to Free School Meals and/or Pupil Premium may receive a concession for residential visits depending on the overall cost of the trip.

**Music Tuition:**

All children study music as part of the normal school curriculum. We do not charge for this.

There is a charge for individual or small group music tuition, as this is an additional activity and not part of the National Curriculum. Such lessons are taught by Musical Mates or Durham Music Service and costs are based on the rates that they offer at any given time.

A contract is issued between the Durham Music Service, and the individual's parents. There is a cost for this tuition which is charged directly to parents. School does not enter into this contract, other than to give parents information about additional music tuition at the start of each academic year.

Pupils are asked to sign up for the Musical Mates service as part of the half termly clubs list and payment will be made for this through the school's online cashless payment system directly to school.

**Swimming:**

School organises swimming lessons for children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for these lessons.

**Buses:**

From time to time, transport will be required to take pupils to a free activity. In such cases we would normally charge for the cost of transport, this will be outlined on the Visit Form/letter.

**After School Clubs:**

The cost of after school clubs will be laid out each half term in the clubs letter and parents will be expected to pay for the whole half term in advance. The cost of these clubs will change/vary depending on the activity, provider and resources that may be required to facilitate them.

Please note that morning club is run by school staff, parents are able to drop their children off each day without booking and payment should be made via the school's online cashless payment system, when used.

### **Payments for extra-curricular activities**

Payments should be made in advance, where appropriate, we will follow up any non-payment and refer to legal services 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

### **Incidental Charges:**

- *Materials*

School must be prepared to provide or pay for any ingredients, materials, equipment etc needed for practical subjects. Parents who are willing to contribute in cash or in kind will be encouraged to do so on a voluntary basis. The school may charge for, or require the supply of, ingredients and materials. If parents have indicated in advance a wish to own the finished product.

- *Breakages and fines*

The Governing Committee may require parents to pay for the cost of vandalism or lost equipment.

The responsibility for determining the level of voluntary contribution is delegated to the Headteacher.

### **Human Rights Act 1988**

In revising the school's policy on Charging and Remission for School Activities, consideration has been given to the requirements of the Human Rights Act 1998. Any parent wishing to object to a decision taken by the Headteacher relating to this policy would have the right to complain to the governing committee of the school, in accordance with the General School's Complaints Procedure.