



**St. Ethelbert's Catholic Primary School
and Nursery**

**Charging/Remissions
Policy**

Date of Policy Issue: September 2023

Name of Responsible Person : Mr S Marshall

Role of Responsible Person : Headteacher

Signature of Responsible Person : S Marshall

Signature of Headteacher

Signature of Chair of Governors : C Turner

Date agreed :

Date to be reviewed :

Our vision for St Ethelbert's Catholic Primary School is to be 'a school with High Expectations for All, in the Light of Christ'. All pupils will be given every opportunity to achieve their potential and encouraged to learn about and develop their hidden talents in order to reach high levels of achievement. All members of our school community will be fully equipped to meet all pupils' needs through appropriate professional development. St Ethelbert's will be an outstanding school.

'Every child at St Ethelbert's is to fulfil their academic, social, behavioural and emotional potential in the surroundings of a Catholic community, and in which each individual shares or respects the Catholic church and Christian way of Life.'

Purpose of Policy

The purpose of this policy is to set out what charges can and cannot be made to pupils at St Ethelbert's Catholic Primary School and Nursery. The policy has been drawn up in accordance with Sections 449-462 of The Education Act 1996 which sets out the law regarding what charges can and cannot be made for activities in schools maintained by local authorities.

Circumstances where no charge is made

No Charge will be made for:

Education in School

1. Education provided wholly or mainly during school hours
2. Admission to school for children of compulsory school age.
3. Activities that are part of the entitlement curriculum¹ for all pupils.
4. The supply of any materials, books and instruments or other equipment that are a requirement of the entitlement curriculum.

Transport

5. Transport provided in connection with an educational visit, which is part of the entitlement curriculum.

Residential visits

6. Education provided on any visit that takes place during school hours.
7. Education provided on any visit that takes place outside school hours if it is part of the entitlement curriculum, or part of religious education.

Music Tuition

8. Children learning to play musical instruments as part of the entitlement curriculum

Circumstances where the school may charge parents/carers optional extras

Charges may be made for other activities known as 'optional extras'. Where an optional extra is being provided, a charge may be made for providing materials, books, instruments, or equipment as follows:

Education

9. Activities that take place mainly or wholly out of school time if they are not part of the entitlement curriculum
10. Materials used in practical subjects and project assignments provided parents have agreed in advance that they or the pupil wish to keep the finished product e.g. ingredients or materials.

Music Tuition

11. Musical instrument tuition provided to individual pupils outside the curriculum – private/small group/ at parents' request

Transport

12. Transport that is not required to take the pupil to school or to other premises where the governing body have arranged for the pupil to be provided with education.

Voluntary Contributions

13. Although schools cannot charge for school time activities, voluntary contributions may be sought from parents for activities that supplement the normal school curriculum. Requests to parents for voluntary contributions will state that:

- there is no legal obligation to make a voluntary contribution;
- pupils will not be excluded through parents' inability or unwillingness to pay;
- pupils of parents who cannot contribute will not be treated any differently;
- where there are not enough voluntary contributions to make the activity possible and there is no way to make up the shortfall, the activity will be cancelled.

14. Requests made for voluntary contributions made in respect of individual pupils must not include any element of subsidy for any other pupils wishing to participate in the activity whose parents are unwilling or unable to pay the full charge.

Remissions

15. Parents whose children are eligible for free school meals will be exempt from paying the cost of board and lodging of a residential trip.

16. The governing body may wish to remit in full or in part, the cost of other activities for parents in certain circumstances.

Supplementary Information

17. Parents can be invited to equip their child with items of personal equipment intended for use solely by their child such as uniform, P.E. kit and stationery, etc.

Breakages and Damage

18. Where a student's behaviour results in damage to school property or equipment, parents may be asked to pay for the necessary repair or replacement. Each incident will be dealt with on its own merit and at the school's discretion.

¹ The 'entitlement curriculum' is the learning activities and experiences that the school will make available to all or any pupil that is provided wholly or mainly during school hours.

Headteacher