

Review date	Version	Date of next review	Approved
Feb 2017	1.1	Feb 2019	

St. Mary's Catholic Primary School
A Catholic Voluntary Academy
Charges and Remissions Policy

OUR MISSION STATEMENT

In our Catholic School we provide a:

Safe, loving and enriching environment

Trust, and patience

Motivation to reach individual's full potential

Acceptance and celebration of uniqueness

Respect for all

Young people nurtured in the Spirit of God.

School full of awe and wonder

St. Mary's School is a Rights Respecting School and as such the needs and well being of our children are at the heart of all policies in accordance with the United Nations Convention on the Rights of the Child



Article 28

You have the right to a good quality education. You should be encouraged to go to school to the highest level you can.

The governors of St. Mary's Catholic Primary School recognise the importance of educational visits and experiences such as theatre groups etc. in school in providing a rich and full curriculum for all our children.

During the school day all activities that are a necessary part of the National Curriculum plus religious education will be provided free of charge. This excludes charges made for teaching an individual pupil or groups of up to four pupils to play a musical instrument. Unless the teaching is an essential part of either the National Curriculum or a public examination syllabus being followed by the pupil(s), voluntary

contributions may be sought for activities during the school day which entail additional costs. (See below)

When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating. There will be no levy on those who can pay to support those who can't or won't. If donations are not forthcoming or all but a small percentage of donations are sent, the headteacher will cancel that particular activity. The definition of "small percentage" is flexible and will vary according to the cost of a particular trip or activity.

The Governing Body reserves the right to make a charge in the following circumstances for activities organised by the school:

- for the board and lodging element of residential trips and all other optional activities which are not provided as part of the syllabus or required to fulfil the National Curriculum
- the cost, in whole or part, of any damage to books, equipment or premises which is the result of vandalism or negligence.

Children whose parents or guardians do not make voluntary donations will not be singularly excluded from any proposed trip, visit or activity.

Where a parent/guardian receives Family Credit or Income Support, the Governing Body will remit in full the cost of board and lodging for any residential activity in which the student participates which takes place in school time or where it forms part of the syllabus for a prescribed examination or the National Curriculum.

The Governing Body may remit, in part or full, to other parents/guardians after consideration of individual cases. Parents/guardians will be invited to apply, in confidence, for the remission of some, or all of the charges for a visit. Authorisation of remission will be made by the headteacher.

When planning visits/experiences for children, teachers should be mindful of the cost and consult with the headteacher before requesting donations. The principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents.

Charges will not be levied for any materials or ingredients used by the children in school. However, voluntary donations may be requested of parents for such things as baking ingredients.

Charging will not occur for class music tuition or group musical activities within school hours, however a charge will be made equivalent to the overall cost where pupils are taught an instrument either individually or in a group of up to four pupils.

Swimming is an important element of the Key Stage 2 curriculum and as such the governors will fund both pool hire, tuition and transport costs.

From time to time a non-school based organisation such as a visiting drama group or storyteller, may deliver an activity during the school day. Where such organisations make a charge, a voluntary contribution may be requested from parents.