

Our Lady's Catholic Primary School



**We aspire that through the love of Jesus everyone should
“have life and have it to the full.”
Jn. 10v10**

CHARGING AND REMISSIONS POLICY

Approved by: DPO and Governing Body	Date: September 2014
Last reviewed on:	Date: 31st March, 2025
Next review date:	31st March, 2027

1 Introduction

1 All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum, with the exception of some individual or small-group music tuition. However, nothing in this policy statement precludes the governing body from inviting parents to make a voluntary contribution towards the cost of providing education for pupils.

2 Voluntary contributions

2.1 When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents and carers to contribute to the cost. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip and return contributions already made. If a trip goes ahead, it may include children whose parents or carers have not paid any contribution. We do not treat these children differently from any others.

2.2 If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents and carers have a right to know how each trip is funded, and the school provides this information on request.

2.3 The following is a list of additional activities, organised by the school, which require voluntary contributions from parents and carers. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to or by a theatre company;
- school trips abroad;
- musical events.
- visiting authors
- visiting workshop sessions

3 Residential visits

3.1 The new National Curriculum requires children to be taught to take part in outdoor and adventurous activities and challenges. If the school organises a residential visit in school time, or mainly in 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 suggest a charge to cover the costs of board and lodging, although parents and carers who receive certain state benefits are exempt from this charge. If we cannot raise sufficient funding through these voluntary contributions, the visit may have to be cancelled and that aspect of the curriculum would have to be covered in other ways. In other cases, there may be financial difficulties which may make it difficult for pupils to take part in particular activities for which a charge is made. When arranging a chargeable activity, the Governing Body invites parents/carers to apply in confidence for the remission of charges in part or full. Authorisation of remissions will be made by the Headteacher.

4 Music tuition

- 4.1 All children study music as part of the normal school curriculum. We do not charge for this.
- 4.2 There is a charge for individual or small-group music tuition, since this is an additional curriculum activity, and not part of the National Curriculum. These individual or small-group lessons are taught by peripatetic music teachers. We make a charge for these lessons, but parents and carers in receipt of certain state benefits are exempt from payment. We give parents and carers information about additional music tuition at the start of each academic year.

5 Swimming

- 5.1 The school organises swimming lessons for all children in Year 1 and 2 and Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity. We inform parents and carers when these lessons are to take place and we seek the written permission of parents or carers for their children to take part.

6 After school Clubs

- 6.1 The school offers after school activities. Some of our clubs may ask for a contribution.

Breakage and Damage

- 7 Parents may be asked to pay for damage to school property or equipment where this is the result of a pupil's behaviour.

8 Monitoring and review

- 8.1 This policy is monitored by the governing body and will be reviewed every two years or earlier if necessary.