

St Mary's Catholic Primary School – Charging and Remissions Policy

Introduction

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.

Voluntary Contributions

When organising school trips, visits and visitors into school 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/visitor. 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. If a parent/carer 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 subsidises the cost 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. 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 enrich the curriculum such as museums, farms, parks, the coast, the countryside;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to or by a theatre company, scientist, historian, artist, author;
- clubs delivered by outside providers;
- musical events.

Residential Visits

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 travel, board, lodging and insurance. Parents and carers who receive state benefits may be 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.

Music Tuition

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

There is a charge however 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 children entitled

to Free School Meals or Pupil Premium are exempt from payment. We give parents and carers information about additional music tuition at the start of each academic year.

Swimming

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

Wrap Around Provision

The school offers a Breakfast Club. There is a small charge for these sessions, but families who are entitled to FSM/PP or are struggling to meet these costs can speak to the Headteacher about school subsidised places.

After School Provision

During term time we try to provide extra-curricular opportunities for pupils after school. This includes sports clubs, interest clubs (e.g. Lego, art, theatre) and homework clubs (TTRS, SATs booster club). We ask for a small voluntary contribution towards sport and interest clubs to cover the cost of any materials or resources used. We do not charge for clubs linked to curriculum areas.

Lost/Damaged Items

The school may make charges for breakages and damage to school property including window breakage and cost for graffiti removal. The school may also charge for lost or damaged school property i.e. loan laptops, books, etc

Financial Difficulty

We do not want cost to be a barrier for any child and will provide support where needed. We urge any parents who are facing financial difficulty and would like their child to take part in any school provision/events to get in touch with the school office. Any requests will be dealt with sensitively and in confidence.

This policy was reviewed in January 2024. It will be reviewed in January 2025 or earlier if required.