



# **St. Mary's C.E. (A) Primary School**

Greenfield

Charging and Remissions Policy for  
School Activities

2017

**'We enjoy learning and achieving in a Christian environment'**

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**POLICY FOR CHARGING FOR SCHOOL ACTIVITIES**

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**Mission Statement**

'We enjoy learning and achieving in a Christian environment'

**Every Child Matters at St. Mary's**

St. Mary's wants every child to be healthy, stay safe, enjoy and achieve, make a positive contribution and achieve economic well-being. This policy has been written with careful consideration of the Every Child Matters Agenda.

**Healthy School Statement**

St. Mary's is a Healthy School with healthy attitudes embedded in the curriculum and extra-curricular activities. Children are encouraged to be active and maintain healthy relationships with their peers and adults as well as making choices about healthy lifestyles.

**Building Learning Power Statement**

At St. Mary's, we encourage all pupils to build their own learning power. Building Learning Power emphasises the development of lifelong learning values and skills. We aim to ensure that all children develop persistence and curiosity for learning and become adventurous risk takers who are not afraid of the 'don't know' state of mind. At St. Mary's, children will develop the ability to take responsibility for their own learning and self assess and be able to articulate themselves as a learner. They will have the opportunity to develop the ability to know what's worth learning, know how to face confusion and know the best learning tool for the job. This policy was revised through a process of governor consultation in Autumn 2012.

This policy was approved and adopted by the Governing Body on ....

In accordance with the Policy review cycle, as outlined in the SIP, this Policy will be reviewed in Autumn 2020

**Equality Statement**

This policy and procedure is subject to The Equality Act 2010 which recognises the following categories of individual as Protected Characteristics: Age, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion and Belief, Sex (gender), Sexual orientation and Disability.

## Introduction

The aims of this policy are to:

- Set out what the school will not charge for, what it will make a charge for or request a voluntary contribution towards, from parents/carers.
- Clarify how charges will be determined, so parents and carers understand why requests for payment are sometimes made for some activities.

## Rationale

This policy reinforces the objectives of the charging provisions laid down in the 1996 Education Act which are:

- to maintain the right of free school education;
- to 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;
- to emphasise that there is no statutory requirement to charge for any form of education or related activity, but to give the LA and schools the discretion to charge for optional activities provided wholly or mainly out of school hours; and
- to confirm the right of the LA 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.

## Education

- The Curriculum at St. Mary's Primary School will be delivered without charge. At the same time however, it is recognised that the curriculum may be enriched by activities and materials which could not be made freely available within the scope of existing resources and these activities and materials will only be available if sufficient voluntary contributions are available from parents.
- Instrumental or vocal tuition, for pupils learning individually or in groups, unless the tuition is provided at the request of the pupil's parent.
- Education provided outside school hours it is part of the national curriculum or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education
- No charge will be made for a pupil's entry into a public examination or any other examination for which a pupil has been prepared as part of the school curriculum. Parents will however, having signified their agreement to such entries, be responsible for the fees for examination which the pupil fails to attend except by reason of sickness.

Schools and Local Authorities **can** charge for:

## Activities outside the Curriculum

The Governors recognise that certain activities, whilst lying outside the scope of the school curriculum, do support the learning and personal development of pupils. Where costs are incurred, it is therefore the intention of the Governing Body to charge for such activities, always with the provision that requests for financial support by parents will be treated sympathetically.

### **Optional Extras**

Charges may be made for some activities that are known as 'optional extras'. Where an optional extra is being provided, a charge **can** be made for providing materials, books, instruments, or equipment. **Optional extras are:**

- Education provided outside of school time that is not:
  1. part of the national curriculum;
  2. part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school: or
  3. part of religious education.
- Examination entry fee(s) if the registered pupil has not been prepared for the examination(s) at the school;
- Transport (other than transport that is required to take the pupil to school or to other premises where the local authority/governing body have arranged for the pupil to be provided with education);
- Board and lodging for a pupil on a residential visit.

In calculating the cost of optional extras an amount may be included in relation to:

- Any materials, books, instruments, or equipment provided in connection with the optional extra;
- Non-teaching staff;

### **Voluntary Contributions**

There will be no compulsory charge for such activities except in the case of board and lodging on residential visits. Voluntary contributions to cover costs of such activities, will be sought from parents. Should contributions not be forthcoming, and an appropriate alternative activity, that doesn't involve costs, cannot be found, then the activity cannot take place.

- The Governing Body of St. Mary's Primary School believe that participation in these activities by pupils, is largely a matter of parental choice. Where they take place outside school hours e.g. as an 'extra-curricular' activity, parents will be expected to pay the whole cost of a pupil's participation and this cost may include:
  - teacher expenses

- entrance fees
- insurance costs

Where these activities take place mainly inside school hours, then they will be open to all pupils, regardless of their parents' ability or willingness to pay. In these cases a voluntary contribution will be sought from parents, except that if a pupil travels directly from home to the activity, the parents will be expected to pay the cost of the travel. If the voluntary contributions so sought fail to cover the whole cost of that activity, then the activity will not take place.

It is an over-riding principle of the school that all activities should be available to all pupils and the Governors will endeavour to support pupils in cases of genuine financial difficulty. Such cases will be considered by a sub-committee consisting of

- the Chair of Resources
- the Headteacher
- the Inclusion Manager
- one parent governor.

In some cases the Governors offer support in encouraging the family to approach Hawkyard and Whitehead Trust who are able to look at the case and assess if the family are able to receive money to enable the child to take part in the visit.

### **Music Tuition**

Charges may be made for vocal or instrumental tuition provided either individually or to groups of any size provided that the tuition is provided at the request of the pupil's parent. Charges may not exceed the cost of the provision.

### **Remissions Policy:**

There will be no charge for board and lodgings for pupils whose parents/carers are receiving are receiving income support, income based job seeker's allowance, family credit or disability working allowance. Charges for other 'chargeable activities' may also be fully or partially remitted. Details of any remissions arrangements will be made clear when parents are informed of charged for individual activities.

### **Lettings**

The school is currently let to families for private parties and a range of out of school club providers during most school holidays. Any applications to let the school on a regular basis are welcomed and will be considered by the Governing Body at a charge of £15.00 per hour subject to suitable references and CRB clearance.

### **Payment For Damage To School Property.**

Parents will be expected to pay the replacement cost of school property which has been damaged by a pupil through negligence or maliciousness.

Signed: *L Alcock*

Date: *Spring 2017*

Chair of Resources Committee

Policy Review: Autumn 2020