

Charging and Remission Policy

Mission Statement

Jesus light our way on our faith journey. Be our guide, our joy and our hope, as we learn, live, love and pray together.

1 Introduction

- 1.1 All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual or group music tuition.

2 Voluntary contributions

- 2.1 When organising school trips or visits, which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents 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 have a right to know how each trip is funded. The school provides this information on request.

- 2.3 The following is a list of additional activities organized by the school, which require voluntary contributions from parents. 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 the theatre;
- school trips abroad;
- musical events;
- in-school theatre companies;

3 Music tuition

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

4 Swimming

- 4.1 The school organises swimming lessons for all children from Year 2 to 6 for the whole year. These take place in school time and are part of the National Curriculum. We make no charge for this activity. We inform parents when these lessons are to take place.

5 Emergency Care

- 5.1 **The school reserves the right to charge for the care of children whose parents do not advise us in advance of any circumstances which lead to the late collection of children.**
- 5.2 **The school reserves the right to make a referral to Education Welfare and Social Services for children who are collected late from school on a regular basis. In the event of a child being left after 4.00pm, the Police will also be contacted.**

6 Debts

- 6.1 **It is school policy to look at any outstanding debts on an individual basis. The Headteacher has the right to write off any debts up the amount of £50.00 in exceptional circumstances. Any debts which are outstanding above this amount must be discussed and written off with agreement by the Governing Body.**

Signed:

Date: September 2017

Review Date: September 2019