



# St. Catherine's Catholic School

## Charging & Remissions Policy

<b>Policy agreed by</b>	Governing Body
<b>Policy reviewed by</b>	Paul Kershaw
<b>Date</b>	October 2018
<b>Review Cycle</b>	Every two years
<b>Review date</b>	October 2020

# St. Catherine's Catholic School Charging and Remissions Policy



## ST CATHERINE'S CATHOLIC SCHOOL MISSION STATEMENT

Life Faith Love Strength Unity Joy Together Success Belief

ST CATHERINE'S  
CATHOLIC  
SCHOOL  
aims to:

Be a vibrant, inclusive, Catholic community where there is mutual love, service and respect.

Offer opportunities to everyone on their unique journey to nurture their strengths and potential.

Encourage everyone to positively serve our society and the world by living our Gospel values.

Celebrate and empower women of the future.

The Governing Body of St Catherine's Catholic School recognises the valuable contribution that the wide range of additional activities including trips, clubs and residential experiences can make towards our students' education and experiences. The Governing Body aims to promote and provide such activities both as part of a broad and balanced curriculum for the students of the school and as additional optional activities.

The Education Act 1996 provided a new statutory framework for charging for school activities. This Act makes it clear that all education provided at school during school hours should be free but there are exceptions when a charge may be levied and this is outlined below.

## **Charges**

The Governing Body will not in all circumstances charge but reserves the right to make a charge for the following activities organised by the school.

### **Residential Trips**

The board and lodging element of approved residential trips.

### **Optional Extras**

The full charge for providing optional extras may be charged to individual students but will not exceed the cost of providing the actual activity.

A charge can be made for providing materials, books, instruments, or equipment.

Optional extras also include:

- education provided outside of school time that is not:
  - a) part of the national curriculum;
  - b) part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school;
  - or c) 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 governing body have arranged for the pupil to be provided with education);
- board and lodging for a pupil on a residential visit;
- extended day services offered to pupils (for example breakfast club, after-school clubs, tea and supervised homework sessions).

Participation in any optional extra activity will be on the basis of parental choice and a willingness to meet the charges. Parental agreement is therefore a necessary prerequisite for the provision of an optional extra where charges will be made.

### **Music Tuition**

The cost of individual or group music tuition if provided at the parent/carers' request. The Charges for Music Tuition (England) Regulations 2007 allow charging 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.

### **Charging in Kind**

Materials and ingredients: the cost of materials or ingredients for Art and Design, food, hospitality and catering, if parents have indicated in advance that they wish to own the final product.

### **Activities, Trips or Visits which take place within School Hours**

It may be necessary on occasion for the school to ask for the voluntary contribution towards the cost of an activity, trip or visit which takes place within school hours. If the activity, trip or visit cannot be funded without the voluntary contributions from parents this will be made clear at the outset and therefore if insufficient voluntary contributions are made to fund the activity, trip or visit then it will be cancelled. No qualifying child will be excluded from an activity, trip or visit that does take place on the grounds of voluntary contributions.

### **Remissions**

Where the parents of a student are in receipt of:

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get)

the Governing Body will offer to remit in full the cost of full board and lodgings for any residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the National Curriculum or a KS4 qualification.

The Governing Body may wish to remit in full or in part the cost of other activities for particular groups of parents, for example in the case of family hardship. When arranging a chargeable activity such parents are invited in confidence for the remission of charges in full or in part. Authorisation for such remission will be made by the Head Teacher in consultation with the Chair of Governors.

Advice to the governing body, school leaders, and other school staff is available at:

<https://www.gov.uk/government/publications/charging-for-school-activities>

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