

St Pius X RCVA Primary School

Charging and Remissions Policy

The law allows the Governing Body of St Pius X Catholic Primary School to charge parents for some school activities and compels it to have a charging policy (Education Act 1996).

As a Catholic school our Christian ethos will always be reflected in the form of assistance given to families and no child will be deprived of opportunities as a result of financial hardships. This policy reflects the statements in the School Mission Statement.

Aims

- To maintain the right to free school education
- Enable all pupils to take full advantage of the activities provided by the school

To ensure that children from families experiencing financial hardship will not be disadvantaged.

Objectives

- To ensure that activities offered in school time should be available to all pupils regardless of their parent's ability or willingness to help meet the cost
- To identify those activities for which charges may be levied
- To determine which charges will be remitted for parents experiencing hardship
- To invite voluntary contributions for the benefit of the school in support of any activity organised by the school either during or outside school hours
- To ensure that the responsibilities for the charging policy are clearly and appropriately allocated
- To ensure that the operation of the policy is systematically reviewed and the findings acted upon

Policy Statement for Activities During School Hours

It is the policy of the Governing Body:

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- To levy a charge for the provision of music tuition to pupils learning to play the violin, unless child is in receipt of FSM, either individually or in groups, except where it is provided to fulfil National Curriculum requirements
- To levy a charge for the board and lodging element of a residential activity. Governors will remit such charges to parents in receipt of income support and family credit

For Activities Outside School Hours

To levy a charge where applicable for all activities outside school with the following exceptions:

- No charge will be made if the activity is an essential part of the basic curriculum
- The board and lodging element of a residential activity will be remitted to parents in receipt of income support and family credit
- Education outside school hours is defined in the Education Act as an ' optional extra' and participation will be on the basis of parental choice and a willingness to meet such charges as are made

For All Activities

To request voluntary contributions from all parents for school activities in or out of school time which can only be provided if there is sufficient voluntary funding.

Remission

It is the policy of the Governing Body:

- To remit charges for board and lodging to parents in receipt of income support and family credit;
- To delegate to the Headteacher and the Chair of Governors the determination of any individual case arising from the implementation of the policy

Resources

School Fund accounts and fundraising will be used to provide reduced costs to all parents for the overall charge for trips and visits.

Pupil Premium Funds will be used at the discretion of the Headteacher and Governing Body to raise attainment for pupil on the Ever 6 FSM list.

Application to the Parish of St Pius will be made to support pupils and families where appropriate to do so.

Children in the Care of the Local Authority will access funds to support otherwise chargeable activities i.e. Music Tuition, Clubs and After school activities.

Responsibilities

Authority for the day-to-day management of the fund will be devolved to the Headteacher who will determine the proportion of costs on a termly basis.

Staff

organising activities must do so within the provisions of this policy. Plans, at the draft stage, should be submitted to the Headteacher for consideration and approval. The Headteacher has the responsibility for monitoring and evaluating the implementation of the policy.

Monitoring and Evaluation

The Headteacher will monitor the implementation of the policy and provide the Governing Body with a financial report as part of the normal termly reconciliation of the school budget. Every two years the implementation of the policy will be evaluated.

During School Hours

Parents may make a voluntary contribution to:

- Individual music tuition except where it is specifically to fulfil statutory duties relating to the National Curriculum
- The board and lodging element of all residential trips and visits except in the case of pupils whose parents are in receipt of income support and family credit

Outside School Hours

Charges may be made for 'Optional Extras' defined as falling wholly or mainly outside of school hours provided that the activities are not:

- Specifically to fulfil statutory duties relating to National Curriculum or
- Specifically to fulfil statutory duties relating to religious education.

Participation in the optional extra activity is on the basis of parental choice and a willingness to meet the charges.

The charges may include an element for:

- A pupil's travel costs
- A pupil's board and lodging costs, except where the parents are in receipt of income support or family credit
- Materials, books, instruments and other equipment
- Non-teaching staff costs
- Entrance fees to museums, castles, theatres, etc
- Insurance costs
- The engagement of teaching staff specifically for providing the activity and supplying such staff with travel, board and lodging, providing that if they are employed by the LEA or governors, they are

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employed to provide individual music tuition and engaged on a separate contract for services to provide the optional extra.

The contract may take the form of a letter inviting the teacher to provide certain services for a specific activity taking place at a specified time, in return for payment of expenses and, where appropriate, a fee.

Charges for individual pupils may not:

- Exceed the actual cost of providing the optional extra activity divided by the number of pupils willing to participate
- Include an element of subsidy for pupils whose parents wish them to participate but are unwilling or unable to pay
- Include the cost of alternative provision for more pupils who do not wish to participate, where a small part of the activity takes place in school hours

Voluntary Contributions

The school may seek voluntary contributions from parents to include the costs for accompanying teachers for any school activity but:

- Such contributions are genuinely voluntary
- Pupils will not be treated differently according to whether parents have made a contribution
- Parents will be informed of the level of contribution and whether the activity could take place if parents were reluctant to support it

There is no limit on the level of voluntary contributions sought but when planning an activity or trip staff will have the cost to parents uppermost in their mind.

Remissions Policy

The statutory minimum must provide for complete remission of board and lodging charges to pupils whose parents receive income support or family credit if an activity takes place during school hours; or is out of school hours but covered by requirements relating to the National Curriculum or Religious Education.

Review

This policy will be reviewed annually by Governors

Date of Next Review

September 2018