

St. Paul's C of E Primary School

Documentation Information and Control

Charging and Remission Policy

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Review date: Biennially

Persons responsible for review: The Governing Body in consultation with the Head Teacher

Reference to other documents: The School Web Site

St. Paul's C of E Primary School

Charging and Remissions Policy

This policy statement explains when and why charges will be made to those who have parental responsibility and when and why charges will not be made to those who have parental responsibility for a pupil(s).

1. Introduction

1.1 St Paul's school offers pupils a broad curriculum which may be divided into two main parts:

- (1) the statutory curriculum (or the curriculum we have to deliver by law); and,
- (2) other or extra curriculum.

1.2 The statutory curriculum includes:

- (1) the National Curriculum;
- (2) Religious Education;
- (3) Sex Education; and,
- (4) Health Education.

1.3 The extra curriculum is a range of activities which the school offers on a voluntary basis and may include:

- (1) sports;
- (2) drama;
- (3) art;
- (4) homework; and,
- (5) other clubs.

- 1.4 The extra curriculum is usually delivered out of normal school times but may be offered during lunchtime.

2. When charges do and do not apply

- 2.1 No charge will be made to those who have parental responsibility for a pupil(s) for the delivery of the statutory curriculum. The majority of the statutory curriculum is delivered in school but from time to time trips may be organised to museums or other places. In these cases there is no charge for transport or extra staffing, if that is required. If the cost of such trips cannot be afforded money will be used which is given to the School Fund.
- 2.2 Extra Curricular activities may be charged to those who have parental responsibility for a pupil(s). However, the school will always try to subsidise these activities but if the entire cost cannot be covered those who have parental responsibility for a pupil(s) will be invited to make voluntary contributions towards the cost. The school has access to funds which may be given to the school or raised by the school community through the tuck shop, Christmas Fair or other fund raising activities.
- 2.3 *Residential Visits*
Although there will be no charge for the aspects of residential visits that are related to the National Curriculum, there will be a charge to cover the cost of board and lodging. Those who have parental responsibility for a pupil(s) and are experiencing financial difficulty will be invited to discuss the matter in confidence with the Head Teacher.
- 2.4 *Remissions*
The school shall consider the remission of a charge for those who have parental responsibility for a pupil(s) who receive certain benefits. The child(ren) of a family that receive benefits may also be entitled to free school meals. Those who have parental responsibility for a pupil(s) who would like to be considered for the remission of a charge shall apply to the Head Teacher who shall deal with all applications in confidence.

3. Review

The governors shall review this policy every other year.