

St. Joseph's Catholic Primary School

Charging and Remissions Policy

*Here at St Joseph's Catholic Primary School, we learn and grow through the love of Jesus.
Our community is a safe, caring and happy place where everyone is supported and valued.
We encourage and challenge everyone to achieve their full potential,
spiritually, academically, morally and socially.
We inspire others with a love of learning and aim for excellence in everything we do.
Through our own faith, we treat one another the way we would like to be treated.
We help every child to be gentle and fair: to always do their best.*

'Learning through the Love of Jesus Christ'

Introduction

Here at St Joseph's we are committed to giving all of our children every opportunity to achieve the highest of standards. We offer a broad and balanced curriculum and have high expectations of all the children. The achievement, attitude and well-being of all our children matter. This policy helps to ensure that this school promotes the participation of all our children, irrespective of ethnicity, attainment, age, disability, gender or background. We do this by taking account of pupils' varied needs and recognising the importance of minimizing the financial barriers to children participating.

St Joseph's is committed to providing a safe and secure environment for its pupils and staff. The governors and staff are committed to promoting British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths, cultures and lifestyles.

No charge is made for education provided during school hours or materials, books, instruments or other equipment. Nor does the school charge for education provided outside school hours that is part of the National Curriculum. This is in line with Charging for School Activities published by the Department of Education.

Charges

The school may charge for the following:

- Activities that take place outside school hours
- Residential activities
- Music tuition

Voluntary contributions

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. Parents should be aware that if voluntary contributions for trips and residential visits are not made the visit or trip will be cancelled. If a trip goes ahead, it may include children whose parents have not paid any contribution. No child will be prevented from attending a visit because their parent is unwilling or unable to pay and where a child is receiving free school meals the school can use Pupil Premium funds to cover the cost for that child. Pupils will not be treated differently according to whether or not parents have made a contribution.

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. The charges made by the school reflect the cost of the activity and do not aim to make a profit.

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Activities outside School Hours

If more than 50% of the time spent on an activity occurs outside school hours, it is deemed to take place outside school hours. Such activities may be charged for and places for these activities may be limited or restricted to particular year groups. Pupils who receive or have received free school meals, who are offered a place at one of these activities may take part free of charge and the cost will be covered by the Pupil Premium Fund. If a parent feels that they are entitled to access this fund, they should speak privately with the head teacher.

Residential visits

Parents will be asked to contribute if the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum. The cost will be made up of a charge for board and lodging, which parents who receive relevant state benefits, are not required to pay if they are unable to do so and a voluntary contributions to cover the rest of the costs associated with the visit.

The voluntary contribution covers the cost of the trip and activities that the children take part in. It may also cover the cost of travelling and the cost of providing supply teachers to cover for additional staff that are on the residential trip.

Additional Considerations

It is the expectation that every child at St Joseph's will be able to participate fully in all learning outside the classroom. If family finances are a barrier to a child's participation, parents are urged to speak privately to the head teacher to discuss how the school can support them.

The governing body recognises its responsibility to ensure that the offer of activities and educational visits does not place an unnecessary burden on family finances. To this end we will try to adhere to the following guidelines:

- Where possible we shall publish a list of visits (and their approximate cost) at the beginning of each term so that parents can plan ahead
- We have established a system for parents to pay in installments
- When an opportunity for a trip arises at short notice it will be possible to arrange to pay by installments beyond the date of the trip
- We acknowledge that offering opportunities on a "first pay, first served" basis discriminates against pupils from families on lower incomes and we will avoid that method of selection whenever possible.

DAMAGE TO PROPERTY AND BREAKAGES

The school may seek to recover some or all of the costs incurred due to willful damage or breakage of property belonging to a third party where the school has been charged. This will be determined by the headteacher.

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Music tuition

All children study music as part of the normal school curriculum. We do not charge for this. Children will have the opportunity to learn an instrument as part of the wider opportunity fund provided by BYMT (Bromley Youth Music Trust).

Music lessons, whether individually or in a group, requested by parents, even if they take place in school and during school hours are charged for. Payment is usually made directly to the person or organisation that has provided the lessons.

The policy will be reviewed every 2 years.