



Charging and Remissions Policy

Date **February 2016**

Review Frequency **Every three years**

Next Review **February 2019**

Review by **Resource and Management Committee**

“Walking in Christ’s footsteps, opening hearts and minds”

Charging and Remissions Policy

Having regard to the provisions of the Education Act 1988, the governors of Corpus Christi Catholic Primary School will make the following charges with effect from 1 April 2005.

The school will not make a compulsory charge on parents for general activities in school time, such as outings or trips, but may ask for a voluntary contribution. No child, however, will be ineligible to participate in such activities because his/her parent has not made a contribution.

1. Board and Lodging on Residential Visits

A charge will be made for board and lodging for pupils taking part in residential visits during the school, whether these are part of the curriculum or optional extras. The charge will be at actual cost unless other arrangements are made at the behest of Governors in special circumstances.

2. Option Extras

Optional extras are those activities which take place mainly or entirely out of school hours and which are provided in addition to the school curriculum. These might be weekend visits, educational excursions, or evening visits.

A charge will be made at actual cost to all participating pupils for optional extras. The actual cost will be made known to parents before they are asked to agree to their child taking part in the activity, and participation of each child will be subject to parents agreeing to meet the charges.

Children whose parents qualify for Free School Meals, and are registered prior to final payment date for the visit, will qualify for a reduced rate subsidy of 50% in accordance with the Governors' policy of the time. This will be notified to parents at the point of initial publication of residential visits.

3. Tuition in the Playing of a Musical Instrument

The Governors' policy in relation to remission of tuition costs for playing a musical instrument, is to require a 50% contribution from pupils whose parents are in receipt of Family Credit or Income Support (SSA 1986), Governors paying the other 50%. Qualification must be proven prior to the offer of a place for tuition, and will remain in place for that term. Any subsequent changes to personal circumstances will be taken into account in the following term.

4. Materials Used in School

The school will provide all materials and equipment (not clothing), required for purposes of the curriculum. However, in the case of craft and cookery, a charge may be made for the materials used (notified in advance) if parents wish their child to take the product home. The charge in such cases will be not more than the actual cost of the materials and will be declared in advance to the parents.

5. Remission of Charges – Optional Extras

The Governing Body may, at its discretion, remit charges (in whole or part) in activities which are classed as "optional extras". Such remission will be granted having regard to the recommendation of the Head Teacher at the school, and will be financed from the "School Fund". Remission of charges is dependent upon meeting conditions laid down by the Governing Body in its Remissions Policy, currently 50% of residential fees. This is reviewed every three years and subject to change.