



## **St. Gregory's Catholic Primary School Charging and Remissions Policy**

St Gregory's is an inclusive school guided by the Gospel values that are expressed in our school aims and governors' ethos statement. These aims promote inclusive education in its widest sense in all areas of school life.

The school policy on charging for activities will aim to ensure that no child is excluded from an activity because of the inability or unwillingness to pay on the part of the parent/carer.

Those activities for which a charge may be made are governed by sections 449-462 of the Education Act 1996 and the DFE publication "Charging for school activities".

**Education wholly or mainly within school hours (not including break times) will be provided free of charge.** The exception to this is the provision of small-group or individual music tuition where parents are asked, and encouraged to make a voluntary contribution towards the costs incurred by the school in providing these opportunities. Charges for these are reviewed annually by Governors. Parents for whom this would cause difficulty are asked to see the Head teacher to discuss alternative payment methods or reduced payments. No child is excluded from these activities if they do not make a contribution.

If a particular activity is limited to a specific number of pupils, the inclusion of pupils must not make reference to the ability or willingness to pay on behalf of the parent. A charge will be made for activities which take place partly or wholly outside school hours. Out of school activities will be organised to supplement and support formal learning in curriculum areas and to provide further experiences to enable pupils to develop their full potential.

### **Optional extras e.g. out of hours activities, before and after-school care facilities**

Charges will be made for all optional extras on a non-profit making basis. All parents will be notified when the trip or activity is organised if there is a remission of charges for those parents in receipt of certain benefits e.g. Income Support, Free School meals. The school will advise the parents how these reductions may be claimed.



## **Clothing**

The uniform list provides the maximum flexibility to parents as to where they can purchase uniform items and regarding style in order for parents to obtain best value. The school will supply essential protective/safety clothing when necessary eg. safety goggles, and high visibility jackets.

## **Residential**

The school will charge for board and lodging for those pupils involved in field trips (which are not compulsory, though children are encouraged to attend as part of the inclusion policy of the school), in line with pg 7 of the DFE publication "Charging for school activities". In addition, voluntary contributions will be requested to cover the cost of travel. All parents will be notified when the trip or activity is organised if there is a remission of charges for those parents in receipt of certain benefits e.g. Income Support, Free School meals. The school will advise the parents how these reductions may be claimed.

## **Items sold by the school**

The school makes a number of items available for purchase eg school bags, pump bags, book bags and school ties. Costs are kept as low as possible and the school takes advantage of bulk purchasing possibilities. Any profits are directly reinvested for the pupils' benefit e.g. school fund for fun activities, towards additional equipment and or support staff.

## **Day Outings**

Parents may be asked for a voluntary contribution to cover day visits arranged for individual classes if the school has insufficient funds to meet the cost. However no child will be prevented from taking part in the outing because parents are unwilling or unable to pay. But it may happen that without sufficient contributions the activity may have to be cancelled. This will be made clear to parents in the letter advising details of the activity.

## **Ingredients/Materials for Practical Subjects**

Normally all ingredients and materials will be provided, though on some occasions, pupils may be requested to bring in low cost items from home for food technology lessons and to supply equipment to supplement that owned by the school; failure to provide these will not exclude a child from the activity. However in cases where a child wishes to retain the finished produce, a small charge can be made.



### **Damage/loss of Equipment**

A charge may be made for damage or loss caused by a pupil. This will be at the Head's discretion.

The school reserves the right to charge parents if a pupil is withdrawn or fails to attend an examination without good reason.

Policy Review: February 2015