

## Charging and Remissions Policy , Caton St. Paul's C.E. Primary School

Written by: Miss Sarah Sanderson

Date written: September 2019

Reviewed date: September 2023

Review date: October 2024

### OUR SCHOOL VISION

**'One family, belonging, believing and learning together'**

At Caton St Paul's:

We **belong** to a school that children and staff feel proud to be part of; where there is mutual support amongst families and the wider community, and where everyone feels valued.

We **believe** that God's love is central to all that we do; that with His love, we grow in faith.  
We love and respect one another and we take care of the world in which we live.

We **learn** together in an inspiring and secure environment, where our children's unique skills and abilities are recognised and nurtured, preparing them for life's challenges and opportunities.

### **INTRODUCTION**

This charging and remissions policy complies with statutory requirements, has regard to the Authority's policy statements on charging and is reviewed on an annual basis. Our Christian vision, 'One family, belonging, believing and learning together' means we work hard to ensure all children are included in activities.

### **CHARGING POLICY**

#### **Activities without charge**

There will be no charge for the following activities:

- education provided wholly or mostly during school hours. This includes the supply of any materials, books, instruments, other equipment and also transport provided in school hours to carry pupils between the school and an activity;
- education provided outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination which the pupil is being prepared for at the school, or part of religious education;

- instrumental and vocal music tuition which is part of the National Curriculum or a public examination syllabus being followed by a pupil or the first access to the KS2 Programme of Instrumental and Vocal Tuition (Wider Opportunities);
- instrumental and vocal tuition for children in care;
- entry for a prescribed public examination including re-sits provided that a pupil has been prepared for it at the school.

### **Voluntary Contributions**

The school may ask for voluntary contributions towards the cost of school-time activities to assist with funding subject to the following conditions:

**Parents will be informed at the outset that there is no obligation to pay for a particular activity**

- any children of parents who do not wish to contribute will not be treated any differently;
- where there are insufficient contributions to make the activity viable then the activity may be cancelled.

### **Chargeable Activities**

The school may recover the full costs of the following activities but charges will not exceed actual cost:

- educational or other activities provided wholly or mainly outside school hours which are not:
  - (a) part of the National Curriculum;
  - (b) part of a syllabus for a prescribed public examination which the pupil is being prepared for at school;
  - (c) part of religious education.

Before school, after school and holiday club provision will be charged as appropriate

- board and lodgings on residential visits (subject to remission arrangements).
- cost of entering a pupil for a public examination not prescribed in regulations, and for the cost of preparing a pupil for that examination outside school hours.

- cost of entering a pupil for a prescribed public examination including re-sits where no preparation has been provided by the school.
- provision of instrumental and vocal tuition, which takes place during the school day and which has been requested by parents/carers.
- day care facilities

### **Music Tuition**

Although the law states that, in general, all education provided during school hours must be free, instrumental and vocal music tuition is an exception to that rule.

The Charges for Music Tuition (England) Regulations 2007 set out the circumstances in which charges can be made for tuition in playing a musical instrument, including vocal tuition.

Charges may now be made for vocal or instrumental tuition provided either individually, or to groups of any size, provided that the tuition is provided at the request of the pupil's parent. Charges may not exceed the cost of the provision, including the cost of the staff who provide the tuition.

The regulations make clear that charging may not be made if the teaching is either an essential part of the national curriculum, or is provided under the first access to the key stage 2 Instrumental and Vocal Tuition Programme. They also make clear that no charge may be made in respect of a pupil who is looked after by a local authority (within the meaning of section 22(l) of the Children Act 1989).

### **Remissions Policy**

There will be no charge for board and lodgings for pupils whose parents are receiving specified benefits.

This is subject to change but usually equates to pupils being eligible for free school meals (due to the receipt of specified benefits and not through the introduction of universal infant FSM). Current eligible benefits can be found on the DfE website.

Charges for other 'chargeable activities' may also be fully or partly remitted. Where appropriate Governors approve the use of the delegated budget and other funding streams such as Pupil Premium to allow 'chargeable activities' to be fully or partly remitted. Details of any remission arrangements will be made clear when parents are informed of charges for individual activities.