

St. Joseph's RC Primary School

Charging & Remissions Policy

May 2023

"I came so that
you may have life,
and have it to
the full."

– John 10:10



Faith

Respect

Confidence

Resilience

Empathy

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Charging & Remissions Policy

Introduction

We do not charge for any activities undertaken as part of the National Curriculum. This includes educational visits which are viewed as valuable extensions of the curriculum. The school has adopted Salford LAs policy so may ask for voluntary contributions to support these activities and in order to offer a wide variety of experiences to pupils.

Legal background

The Education Act (1966) requires that requires all schools to have a policy on charging and remissions for school activities, which is kept under regular review. This policy will be reviewed annually in the summer term by the Resources group.

The Act also sets out provisions for charging for school activities in order to:

- maintain a child's right to a free school education,
- ensure that activities offered as part of the National Curriculum and wholly within normal school time are available to all pupils, regardless of their parents' ability or willingness to help meet the cost,
- give educational authorities and schools the discretion to charge for optional activities provided wholly or mainly out of school hours,
- confirm that school may invite voluntary contributions for the benefit of the school or in support of any activity organised by the school, either in or outside school hours

Activities for which no charges/minimal charges are made.

Swimming

The school organises swimming lessons for children in Key Stage 2 and Year 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity. We inform parents when these lessons are to take place

Music

All children study music as part of the school curriculum for which no charge is made.

Milk & Snacks

Revised Spring 2023

Next review Spring 2024

The school currently offer subsidised milk to all pupils. We also offer a morning snack which is usually toast and for which a nominal amount is charged (20p/slice). Children who are entitled to Free School Meals receive free milk.

School services which incur a charge

The following is a list of school services: which incur a charge:

- School meals
- Breakfast Club

The Governing Board reviews charges annually before the start of the academic year.

All payments for school services must be made in advance, parents can choose to pay further in advance should they wish to. Accounts will not be allowed to accrue more than 1 weeks balance.

Arrears cannot be allowed to accumulate, for that reason we will follow this procedure:

1. A gentle reminder will be sent home via text and/or letter if an account is in arrears.
2. If arrears reach 1 weeks balance, parents will be notified via letter and/or text that the school service will be stopped until the arrears have been cleared.

Voluntary contributions

Schools may always seek voluntary contributions towards an activity.

The Law says:

- If the activity cannot be funded without voluntary contributions the parents will be notified of this from the outset.
- No child will be excluded from an activity because parents are unable to pay.
- If there are insufficient contributions, the trip or activity may have to be cancelled.

When organising school trips or visits, which enrich the curriculum and educational experience of the children, the school invites parents to contribute to cover the costs of any workshops, board and food and travel expenses.

There are additional activities are organised by the school which may require voluntary contribution from parents. These include: visits to museums, theatres; sporting activities which require transport expenses; outdoor adventure activities; residential trips.

All requests for voluntary contributions will emphasise their voluntary nature and the fact that pupils of parents who do not make such contributions will be treated no differently from those who have made a contribution.

If parents/ carers are experiencing financial difficulties, they are invited to speak in confidence to the Head Teacher.

Revised Spring 2023

Next review Spring 2024

If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

Method of collecting charges/voluntary contributions.

St Joseph's is a cashless school we accept all charges/voluntary contributions through ParentPay.

- ParentPay is an online payment system for schools. It allows parents to pay quickly and securely for school items.
- ParentPay offers the ability to pay for school items online or at a local PayPoint.
- ParentPay allows school to take card payments whilst ensuring that parents wishing to pay using cash are not excluded.

Letting Charges

Any applications for the letting of the school grounds will be considered by the Headteacher in conjunction with the Governing Board. For any agreed events, the School's Business Manager will agree a fee with the hirer based on any additional associated costs that may be incurred.

Reviewed	Additions
May 2023	Removed reference to After School Club
20/03/2019	Payments for School Services info
20/03/2019	Method of collecting charges/voluntary contributions
20/03/2019	Removed Music Tuition