

# **St Mary's CofE Primary School**

## **Charges and Remissions Policy**

<u>Name of School:</u>	St Mary's CE Primary School
<u>Date of Policy:</u>	March 2024
<u>Member of Staff Responsible:</u>	Governing Body Policy
<u>Review Date:</u>	March 2025
<u>Consultation:</u>	This policy has been drawn up by the governors at St Mary's CofE School, following recommendations from DfE and Birmingham LA.

### **Ethos Statement**

Our school is committed to bringing out the best in each other so that every member of the school community can know 'life in all its fullness' (John 10:10). Through learning of the teachings of Jesus, we believe that our children can explore and develop their understanding of Core Christian values as markers and guides for their own lives. We aim for the school's Core Christian values to inform and influence our pupils' moral compass and allow them to enjoy 'life in all its fullness'. These values are known as the 'Sunshine 6'. They are: Forgiveness, Perseverance, Honesty, Compassion, Courage and Respect.

### **1 Introduction**

1.1 All the education we provide during normal school hours is at no charge to pupils. We do not charge for any activity undertaken as part of the National Curriculum, with the exception of some individual or small-group music tuition.

### **2 Voluntary contributions**

2.1 When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents to contribute to the cost. All contributions are voluntary. 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.

2.2 If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded, and the school provides this information on request.

2.3 The following is a list of additional activities, organised by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to or by a theatre company;
- musical events.

### **3 Residential visits**

3.1.1 If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education or travel expenses. However, we do suggest a charge to cover the costs of board and lodging, although parents who receive state benefits are exempt from this charge. If we cannot raise sufficient funding through these voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

3.1.2 Parents who have difficulty meeting charges should discuss the matter in confidence with the head teacher. In such instances, subject to available school funds, further financial assistance may be granted. There is no set criterion for this assistance, each case being given individual consideration and it is solely at the discretion of the Governing Body.

3.1.3 Where a charge is made for each pupil, this will not exceed the actual cost.

### **4 Music tuition**

4.1 All children study music as part of the normal school curriculum. We do not charge for this.

4.2 There is a charge for individual or small-group music tuition, since this is an additional curriculum activity, and not part of the National Curriculum. These individual or small-group lessons are taught by peripatetic music teachers. The school meets the total cost of all peripatetic teaching annually and then seeks to recoup these

funds by charging for these lessons, but parents in receipt of state benefits are exempt from payment. We give parents information about additional music tuition at the start of each academic year.

- 4.3 A notice period of a term is required if a family no longer wishes their child to receive peripatetic lessons. The charging period will cease at the end of the notice period. Refunds for pupils who do not complete the notice period are not permitted.

## **5 Swimming**

- 5.1 The school organises swimming lessons for Y3 and Y4. 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, and we seek the parents' written permission for their children to take part.

## **6 Activities**

- 6.1 The school periodically offers additional coaching during the school day. We make no charge for these activities. At times we also offer before and after-school activities. A teacher or a qualified coach, who is not a member of the school staff, will run and organise these sessions. We may make a small charge for these sessions.

## **8 Monitoring and review**

- 8.1 This policy is monitored by the governing body, and will be reviewed annually, or earlier if necessary.