

St Joseph's Catholic Primary School.
Jesus told us to "Love One Another as I have Loved you."

Charges and Remissions Policy

Reviewed September 2016
Mrs C Ratcliffe (Chair of Governors)
Mrs L Pink Head Teacher
Next Review Date September 2017

Our Vision

St Joseph's seeks to be a community in which we build the Kingdom. It is a welcoming, caring place, where Christ is central to everything we do. Every member of the community is valued and encouraged to reach their full potential. St Joseph's is rooted in Gospel values, which foster tolerance, respect and self-esteem.

Our Mission

Our Mission is to live in the way Jesus wanted. He told us to "Love One Another as I have loved you."

Introduction

The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs, trips and residential experiences can make towards pupils' personal and social education. They have adopted the LA policy of Charging for School Activities, which allows the school to ask for voluntary contributions from parents to support these activities. The policy is reviewed annually.

The Governing Body aims to promote and provide such activities, wherever resources permit, both as part of a broad and balanced curriculum for the pupils and as additional optional activities.

The Governing Body of the school recognises that legislation prohibits some charges.

The Governing Body will take into account the finite resources available to the school for remission of payments.

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual or group music tuition.

Voluntary contributions

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. 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.

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. The school provides this information on request.

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 the theatre;
- visits to places of interest which may support the curriculum
- school trips abroad:
- visiting speakers and theatre groups;
- musical events.

Residential visits

If the school organises a residential visit in school time, or mainly school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education expenses. However, we do make a charge to cover the costs of board and lodging. If parents are experiencing financial difficulty they are invited to speak in confidence to the Head teacher. Payment cards are available so that the cost of a residential visit can be spread across a given amount of time.

If a child is eligible for Pupil premium entitlement then arrangements will be made between the parent and the Head Teacher.

Lettings

Parts of the school is available to the community for lettings. Lettings are arranged with the Head Teacher and Chair of Governors

The Office Manager is responsible for raising invoices for lettings on a termly basis Any other lettings would be charged at the rate recommended by Rotherham Local Authority.

Remissions

When arranging a chargeable activity, parents will be invited to apply in confidence for consideration of a remission of the payment.

Where there is more than one child from the same family eligible for a residential visit an appropriate reduction may be negotiated.

Where a family is unable to make the payment in full a reduced payment schedule is negotiated as appropriate to each situation.

Swimming

The school organises and pays for swimming lessons for all children in Year 4. These take place in school time and are part of the National Curriculum. We make no charge to parents for this activity. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

Freedom of Information

Where a request is made for information held by the school under the Freedom of Information Act, the school will charge an hourly rate that reflects the actual cost of compiling the information and photocopying costs. The school will inform the person requesting the information what the likely cost will be before preparing the information.