

# ST PAUL with ST LUKE

CHURCH OF ENGLAND PRIMARY SCHOOL

Leopold Street, Bow, London E3 4LA

## Charging and Remissions Policy Policy version Control

<b>Version no</b>	<b>Amendments</b>	<b>Approval date</b>
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## **INTRODUCTION:**

We recognise the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education. We aim to promote and provide such activities as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities. We believe that all our pupils should have an equal opportunity to benefit from school activities and visits (curricular and extra curricular) independent of their parents'/carers' financial means. This policy describes how we will do our best to ensure a good range of visits and activities is offered and, at the same time, try to minimise the financial barriers which may prevent some pupils taking full advantage of the opportunities.

This Charging and Remissions Policy complies with statutory requirements, has regard to the Authority's Policy Statements on charging and is reviewed every two years by the school Governing Body's Resources Committee.

### **Aims and Objectives:**

The aims of this Policy are to:

- Set out what the school will not charge for, what it will make a charge for or request a voluntary contribution towards, from parents/carers.
- Clarify how charges will be determined, so parents and carers understand why requests for payment are sometimes made for some activities.

### **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.
- Instrumental and vocal music tuition, which is part of the National Curriculum.
- Instrumental and vocal tuition for children in care.

### **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:

- 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, the activity will be cancelled.

### **Voluntary Maintenance Fund :**

As a voluntary aided church school, at the beginning of each school year we request a voluntary contribution from all parents of the following amounts-

1 child - £27.00

2 Children - £50.00

3 children - £75.00

4 children or more £100

**Chargeable activities:**

The school may recover the part or full costs of the following activities, which may be provided directly or through commissioned services 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 religious education.
  
- Before and after school clubs run by the school
- Board and lodgings on residential visits ( subject to remission arrangements )
- Provision of instrumental and vocal tuition, which takes place during the school day and which has been requested by parents/carers.
- Provision of materials/ingredients for subjects such as Art & Design or Cooking, where pupils take home a finished product.

**Remissions Policy:**

There will be a minimal charge for board and lodgings for pupils who are eligible for free school meals. Charges for other 'chargeable activities' may also be fully or partially remitted on an individual basis at the Headteacher's discretion.