



ST AUGUSTINE'S CATHOLIC PRIMARY SCHOOL

Charging and Remissions Policy 2017-18

Aim

The aim of this policy is to set out what charges will be levied for activities, what remissions will be implemented and the circumstances under which voluntary contributions will be requested from parents.

Publication of information

A summary of this policy will be included in the School Prospectus

Charges:

1. Residential Trips

If the school organises a residential trip 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. **However, we do make a charge to cover the costs of the board and lodging.** If parents are experiencing financial difficulties they are invited to write in confidence to the Headteacher

2. Music tuition

All children study music as part of the normal school curriculum. We do not charge for this. If however the school introduced individual tuition in the playing of a musical instrument then a charge would be levied.

3. Activities Outside School Hours

No charge is made for activities that are outside of school hours (optional extras) and are part of the curriculum. However, we may ask for a contribution towards the costs for the following:

- Travel
- Materials and equipment
- Non teaching staff costs
- Entrance fees

4. Damage/Loss to property

In cases of wilful or malicious damage to equipment or breakages, or loss of school books on loan to children, the Headteacher in consultation with the Chair of the Governing Body may decide it right to make a charge. Each incident will be dealt with on its own merit and at their discretion.

5. Extra Curricular and School Clubs

Clubs and activities provided by third parties will be chargeable

6. Lettings

The school only allows use of its facilities to St Augustine's Church

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. This list is not exhaustive:

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to the theatre;
- musical events.

Swimming

The school organises swimming lessons for all children in KS2. 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 ask parents for their written permission for their child to take part in swimming lessons.