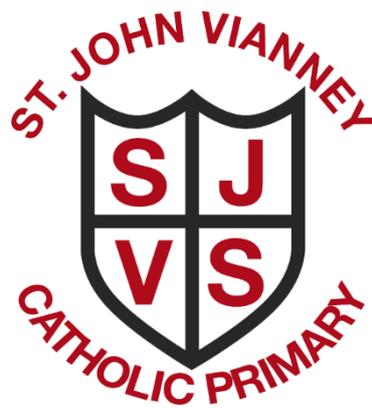


# St John Vianney Catholic Primary School



## Charging & Remissions Policy

First Adopted: April 2021

Person Responsible for Policy: Julia Percy (Deputy Head teacher)

Date of Approval: May 2024

Approved By:

Cycle of Review: Annual

Date Next Review is Required: May 2025

## **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/carers.

The Governors of St John Vianney Catholic Primary School are committed to providing the best education for all and will endeavour within reason and as funding resources allow, to ensure that all activities offered wholly or mainly during the school day are available to all students, regardless of their respective parent's/carer's ability to pay. However, Governors reserve the right to request voluntary contributions from parents/carers and in the event of insufficient funding, to cancel an activity.

This policy has been formulated in accordance with the provisions of sections 449-462 of the Education Act 1996, which contains the legislation on charging for school activities in schools maintained by local authorities in England, and section 27 of the Education Act 2002, which enables governing bodies of maintained schools to provide community facilities and to charge for some of those services.

## **Responsibilities**

The Governing Body of the school are responsible for determining the content of this policy and the Headteacher for implementation. Any determination with respect to individual parents will be considered jointly by the Headteacher and Governing Body.

## **Instances where charges cannot be made by the school**

The Governing body of the school recognise that legislation prohibits charges for the following:

- Education provided during school hours (including the supply of any materials, books instruments or other equipment)
- Education provided outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education
- Tuition for pupils learning to play musical instruments if the tuition is required as part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education
- Education provided on any trip that takes place outside school hours if it is part of the National Curriculum, or part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school, or part of religious education
- Transporting registered pupils to or from the school premises, where the local education authority has a statutory obligation to provide transport
- Transporting registered pupils to other premises where the governing body or local education authority has arranged for pupils to be education

## **Instances where charges may be made by the school**

### **Trips, visits and activities**

- Board and lodging on residential visits (not to exceed the costs)
- The proportionate costs for an individual child of activities wholly or mainly outside school hours ('optional extras') to meet the costs for:
  - Travel
  - Materials and equipment
  - Non-teaching staff costs
  - Entrance fees
  - Insurance costs
- Extra curricular activities and school clubs

- Any extended school activity
- The school will seek voluntary contributions to cover the cost of school trips, certain materials and the services of visiting performers and experts.

### **Music tuition**

- Vocal and musical tuition where this is an optional extra and not part of the curriculum

### **Property and equipment**

- Breakages and replacements as a result of damages caused wilfully or negligently by pupils. This includes the costs of replacing any books and or equipment provided by the school
- Damage/vandalism/loss to and of school property
- Books or materials where parents/carers wish the student to own the goods, (such as folders to carry art or technology work; calculators and so forth
- Hire of the school field (and toilet facilities) e.g. for sports camps during school holidays.

### **Remission**

If you are the parent, foster parent, network family carer or guardian of children at school and you are on a low income, you could get Free School Meals.

Your children are entitled to Free School Meals if you receive:

- Income Support
- Income Based Jobseekers Allowance
- Employment and Support Allowance (Income related)
- Guarantee Element of Pension Credit
- Support under Part VI of the Immigrations and Asylum Act 1999
- Child Tax Credit and your income is assessed by HM Revenue & Customs does not exceed £16,190. Please note if you receive Working Tax Credit that you are still not eligible.

You can also get Free School Meals if you are entitled to a working Tax Credit Run On for four weeks after stopping work or reducing hours to under 16 per week.

Further details can be obtained from St Helens MBC by phoning 01744 675217 or via their website [www.sthelens.gov.uk](http://www.sthelens.gov.uk)

### **Individual Cases of Financial Difficulty**

Requests for financial assistance should be made in writing to the Headteacher upon receipt of the letter outlining the details of the activity, or as soon as parents/carers are aware that an activity is to take place.

- The Headteacher may be able to agree flexible, extended payment terms
- In most cases, parents will be asked to pay a proportion of the cost which is usually 50%
- All cases will be treated individually and in confidence

**St. John Vianney Catholic Primary School**

**Charges**

A Breakfast Club is in operation at the school and charges are as follows:

|   |  |
|---|--|
| Breakfast Club: (7.45-8.45)<br>From 1 April 2024        | £5.00 per child per session ad hoc sessions<br>£4.00 per child per session if on a contract with the school<br>3 <sup>rd</sup> child and above charged at half the session price |
| Music tuition:<br>payable                               | Cost of annual tuition split between children taking part,<br>half termly  |
| Swimming transport<br>swimming<br>From 1 September 2024 | £1.00 voluntary contribution each week your child goes   |
| School lettings:<br><br>From 1 April 2024               | £20 per hour plus VAT if due, plus security for locking up/<br>unlocking £18 per visit   |
| From 1 September 2024<br>caretaking/cleaning            | Children's Holiday Clubs £75 per day without<br>charges. Hirer to ensure school is left clean and locked daily<br>after use  |

