



## **St. Peter's Catholic Primary, Stalybridge**

### **CHARGING AND REMISSIONS POLICY**

#### **MISSION STATEMENT**

*St. Peter's Catholic Primary School is at the heart of a Christ-centred community where every person's uniqueness is celebrated with joy, and is truly valued. We foster caring, supportive relationships based on mutual respect and love. We embrace the different communities to which we all belong home, school and parish, as well as our local, national and global families. When we welcome the child, we welcome the family. We strive for excellence in all we do, to be the very best that we can be.*

In accordance with the ethos and mission statement of St. Peter's Catholic Primary School, we pledge to respect the equal human rights of all our pupils and to educate them about equality. We will also respect the equal rights of our staff and other members of the school community. In order to make all feel welcome, and to ensure equal opportunities to participate in all activities, will comply with all equality legislation and be particularly mindful of the need to protect pupils and all other members of our community who fall into the category of one of the protected characteristics.

#### **Introduction**

The purpose of the policy is to ensure that there is clarity over those items which the school will provide free of charge and for those items where there may be a charge.

#### **Responsibilities**

The headteacher will ensure that staff are familiar with and correctly apply the policy. The Governors will review the policy on a regular basis (every 4 years)

#### **Policy statement**

During the school day all activities that are a necessary part of the National Curriculum, plus Religious Education, will be provided free of charge. This includes any materials, equipment and transport to take pupils between the school and the activity. It excludes charges made for teaching an individual pupil or groups of up to four pupils to play a musical instrument.

Even when an activity is an essential part of the National Curriculum being followed by pupils, we may still ask for a voluntary contribution towards costs. This will usually apply to field trips (eg – admission fees, transport costs, etc).

In these circumstances no pupil will be prevented from participating because his/her parents cannot or will not make a contribution. However, if insufficient funds are available it may be necessary to curtail or cancel activities.

### Optional activities outside of the school day

We will not normally charge for optional, extra activities provided outside of the school day by school staff (for example football club, first aid club, etc) even though such activities are not part of the National Curriculum or Religious Education. However the Governing Body reserves the right to charge for such sessions to cover the cost of provision where those activities are not directly aimed at providing educational benefit to pupils.

### Residential

Charges will be made for transport, board and lodging. Other charges will be made to cover costs. In such cases parents will be told how the charges were calculated. The Pupil Premium may be used to subsidise or reduce the cost of residential visits in order to make them more affordable for pupils who are eligible for this funding.

### Calculating charges

When charges are made for any activity, whether during or outside of the school day, they will be based on the actual costs incurred, divided by the total number of pupils participating.

There will be no levy on those who can pay to support those who can't or won't. The principles of best value will be applied when planning activities that incur costs to the school and/or charges to parents.

Parents/Carers will be given reasonable advanced notice of proposed visits/ activities. Staged payments may be arranged where contributions are significant.

### Individual Music Tuition

In cases of hardship the governors will consider at their absolute discretion the remission of fees (either in full or in part) for those pupils who they consider will benefit from such tuition.

### Nursery

School charges parents weekly for children's snacks. Parents are asked for a voluntary contribution for additional activities.

### Loss of/ Damage to School Property

We reserve the right to request a contribution towards the replacement of lost or damaged equipment. In the case of school reading book stock, this will be a £5 standard charge.

Katherine Ryan  
Headteacher  
October, 2021

Date for next Governing Body review: October, 2025