



Charging & remissions policy.

St Catherine's C of E Primary School

Developed/updated by office manager : 06.12.23
Reviewed/agreed by Gobs every two years

Local authority overview:

The Local Authority or Governing Body may not charge for anything unless they have drawn up a statement or general policy on charging. The Governing Body's policy may be more or less generous than the Local Authority's, as long as it meets the requirements of the law.

In general, no charge can be made for admitting pupils to maintained schools. Where education is provided wholly or mainly during school hours, it must be free. However, the school may charge for activities outside of school hours where these are not a necessary part of the national curriculum.

Voluntary Contributions

St Catherine's Head Teacher or Governing Body may ask parents for a voluntary contribution towards the cost of:

- Any activity or visit which takes place during school hours;
- School equipment or materials;
- School funds generally.

The contribution will be genuinely voluntary though, and the pupils of parents who are unable or unwilling to contribute will not be discriminated against. Where there are not enough voluntary contributions to make the activity possible, and there is no way to make up the shortfall, then it will be cancelled.

Residential Trips

Schools are permitted to charge for the cost of board and lodging during residential school trips, even if they occur mainly during school time. This cost will not exceed the actual cost of the provision. However, the school cannot charge for the educational or travel elements but will instead seek voluntary contributions.

Where the trip takes place wholly or mainly, during school hours, children whose parents are in receipt of the following support payments will, in addition to having a free school lunch entitlement, also be entitled to the remission of the charge for board and lodging. Their payment for board and lodging is therefore voluntary but parents / carers are always informed of the generosity of the school or any Charity in helping with the costs of Residential Trips:

- Income Support
- Income-based Jobseeker's Allowance;
- Support under part VI of the Immigration and Asylum Act 1999;
- Child Tax Credit provided the parent is not entitled to Working Tax Credit and their annual income, assessed by the Inland Revenue, does not exceed the sum given in the Inland Revenue and Customs rules.
- The guaranteed element of State Pension Credit.

Assistance

Parents are always informed that they can pay for any visit or activity in instalments and are encouraged to talk to the Head Teacher or School Office in absolute confidence if they need further help with payments.

Subsidies

Under some circumstances when children are representing the school, e.g. participation in a concert or sports event, the school may pay the total cost of the transport. This will be at the discretion of the Head.

Instrumental Music Lessons

A charge is permitted for instrumental music tuition undertaken in school hours when a private agreement has been made between the Parent / Carer and the Hertfordshire Music Service.