



# **St Bernadette's Roman Catholic Primary School**

*Live the Gospel and when necessary use words*

*Our mission as a Roman Catholic primary school is to provide a catholic education that puts the word of God at the centre of our school. Our purpose is the happiness of all of our community through the pursuit of school-wide excellence; with success measured on our ability to sustain and enhance our position as a thriving example of Christ-centred education.*

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## **Policy Charging and Remissions**

Updated: October 2021

Review date: October 2022

The Governing Body of each school within the Roman Catholic Family of Schools (RCFS) in North Tyneside are committed to the general principle of free school education. It recognises the valuable contribution that a wide range of activities, including school visits, residential experiences and clubs, can make towards all aspects of a student's education. In principle:

During the school day within all schools forming the RCFS in North Tyneside, 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 to play a musical instrument. Unless the teaching is an essential part of either the National Curriculum or a public examination syllabus being followed by the pupil(s), we will make a charge. (See below)

Voluntary contributions may be sought for activities during the school day which entail additional costs, these include some field trips or specific educational visits or from time to time we may invite a non-school based organisation such as a visiting drama group or storyteller to arrange an activity during the school day. In these circumstances no pupil will be prevented from participating because his/her parents cannot or will not make a contribution. If any school within the RCFS decides that insufficient funds are available to go ahead with such a curriculum extension event, it maybe necessary to curtail or cancel the activity. This will be at the discretion of the individual head teacher of the school.

### **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.

### **Residential Activities Held During School Hours**

Charges may be made for the board and lodging and travel element of those residential activities which take place during school hours.

### **Swimming**

All primary schools within the RCFS organise swimming lessons for all children during their time in Key Stage 2. These take place in school time and are part of the National Curriculum. We therefore make no charge for this activity. We inform parents when these lessons are to take place, and we may ask parents for a voluntary contribution towards the costs of transport to and from these lessons.

### **Classroom materials and charging in kind**

No charge will be made for materials and equipment. The cost of ingredients, materials, equipment, etc needed for practical subjects is budgeted for and borne by the school.

### **Activities Held Out of School Hours**

These will sometimes include day and residential experiences. This also includes any charge for part of the schools extra-curricular activities run by either school staff or external providers. Charges may be made for these activities except where they are provided to fulfil statutory duties relating to the National Curriculum.

### **Voluntary Contributions**

The Governing Body may invite parents to provide voluntary contributions in support of any school activity, whether during or outside school hours.

### **Breakage and Damage to School Property**

The Governing Body reserves the right to request payment from parents where their children have caused breakages or damage to school property where this is as a result of the student's behaviour.

### **Lettings**

The Governing Body reserves the right to let internal and external areas of the school for community and public use. The lettings fees charged will at a minimum reflect any expenses incurred for running and staffing costs.

### **Additional considerations**

The governing body recognises its responsibility to ensure that the offer of activities and educational visits does not place an unnecessary burden on family finances. To this end we will try to adhere to the following guidelines:

- we have established a system for parents to pay in instalments making it possible to arrange to pay by instalments beyond the date of the trip.
- we acknowledge that offering opportunities on a "first pay, first served" basis discriminates against pupils from families on lower incomes and we will avoid that method of selection.

## **REMISSIONS**

Where the parents of a pupil in receipt of additional government funding: Pupil Premium, school can, in negotiation with parents/carers, agree to pay in full or part the cost of full board and lodging for any residential activity which is deemed to take place in school hours or where it forms part of the syllabus for the National Curriculum. The school can, in consultation with parents/carers, agree to pay in full or in part the cost of other activities including school trips and extra-curricular activities. Authorisation for such remission will be made by the Head teacher in consultation with the Chair of Governors.

Policy Review This policy will be reviewed by the Governing Body every three years.