



CHARGING AND REMISSIONS POLICY

Charging and Remissions Policy for St Mary's C.E. School

Date of Approval by Finance & Staffing Committee:
Date of Next Review:

November 2024
November 2025

CHARGING AND REMISSIONS POLICY

The Governors are required by the Education Act 1996 to determine policies concerning charges for school activities and remission of those charges. The Charging Policy of this school is that education not related to duties concerning the statutory National Curriculum or Religious Education shall be deemed 'Optional Extras' and charges can be made subject to parental agreement.

Residential trips

In all instances where a school activity involves pupils in nights away from home, a charge will be levied to meet the cost of board and lodging, except in those cases where financial assistance is agreed.

Voluntary Contributions

Voluntary contributions can be sought for the benefit of the school or in support of any school activity during or outside school hours, noting that:

- there is no obligation to contribute;
- such contributions are genuinely voluntary;
- a pupil will not be treated differently according to whether or not parents have made a voluntary contribution;
- a letter will be sent to parents, explaining the details and reasons for the visit or activity, inviting voluntary contributions and stating that if the costs cannot be met by voluntary contributions, the visit may have to be cancelled.
- The School will endeavour to credit the cost of a trip missed due to ill health. Please note, however, that some costs are non-refundable (e.g. coach hire) and all companies have different policies with reference to refunds.

Additional Music

A charge is made for most of the music activities offered in addition to the music taught through the National Curriculum. The Richmond Music Trust administers these. The school may be able to support individuals by contributing towards fees either in part or in full.

Financial assistance

Parents may be eligible for financial assistance towards the charges of trips and visits, especially for residential trips, if they meet the free school meals eligibility criteria. Parents should talk to the Headteacher.

EQUALITIES STATEMENT

St Mary's CE School is committed to valuing diversity and to equality of opportunity. We aim to create and promote an environment in which pupils, parents and staff are treated fairly and with respect, and feel able to contribute to the best of their abilities.

The Governing Body recognises that it is unlawful to take into account anyone's gender, marital status, colour, race, nationality, ethnic or national origin, disability, religious beliefs, age or sexual orientation. Full consideration has been given to this during the formulation of this policy as it is the governors' aim that no-one at St Mary's school should suffer discrimination, either directly or indirectly, or harassment on any of these grounds.