



# St Michael's

C.E. Primary School

Policy	Charging and Remission Policy
Date	November 2023
Date for review	November 2026
Summary	This policy sets out the policy of St Michaels CE Primary School for the circumstances under which charges can be made for services.

**Our Vision:**

***Courage to Flourish in the Love of God***

**‘I have come that [you] may have life, and have it to the full’ (John 10:10)**

**[Therefore],**

**‘Be strong and courageous... the Lord your God will be with you wherever you go.’ (Joshua 1:9)**

These biblical texts underpin our vision summary, ‘Courage to flourish in the love of God’. Jesus’ words from the New Testament describe his desire for everyone to be a full and flourishing version of their created selves, experiencing life in all its vibrant fullness, individually and in community. Our ambition is for everyone to encounter this fullness through the life and work of the school, whatever their background, beliefs or circumstances. God’s words to Joshua from the Old Testament illustrate how life, and learning, can be challenging, bringing setbacks and discouragement. These words inspire us to keep on going in those circumstances, confident that God watches over us and walks beside us.

The joining of these biblical texts is meaningful for the particular circumstances of our school community. It gives coherence to our aspirational vision that will grow courage and resilience as enablers of ‘life in all its fullness’ for everyone.

**To support our vision, we have the overarching Christian Values:**

<b>Value</b>	<b>Biblical texts that underpin our values</b>
Courage	Philippians 4:13 ‘I can do all things through him who strengthens me.’
Hope	John 1:5 ‘The light shines in the darkness, and the darkness has not overcome it.’
Love and Forgiveness	1 Corinthians 13:4-8 ‘Love is patient and kind... it does not rejoice at wrongdoing but rejoices with the truth.’ 1 John 1:9 ‘If we confess our sins, he is faithful and just and will forgive us’

Trust	Proverbs 3:5-6 ‘Trust in the Lord with all your heart and lean not on your own understanding; in all your ways submit to him, and he will make your paths straight.’
Community	Hebrews 10:24 ‘Let us be concerned for one another, to help one another to show love and to do good.’
Thankfulness	1 Thessalonians 5:18 ‘Be thankful in all circumstances, for this is God’s will for you’

### **Charging and Remissions Policy**

#### **Background**

St Michael’s is committed to providing a broad and balanced curriculum for all its pupils. This means that children have the opportunity to:

- participate fully in the school curriculum
- contribute fully to all aspects of school life
- be a valued partner in the process of education

These objectives inform educational activities, whether in or outside the schools and are therefore integral to the process of charging for school activities and to the remission which is available to parents/carers who are on a low income.

In line with schools aims, we aim also to encourage and promote extra curricular activities, which are accessible to all appropriately aged pupils. We aim to provide a process which allows the schools to provide high quality provision with minimum cost to parents, pupils and the school.

The development of the range of activities forms part of the school’s planning process which is linked to the annual budget. The development of the range of activities forms part of the school’s planning process which is linked to the annual budget.

When determining which activities should be included the following key factors will be taken into consideration:

- the cost of the activity set against its educational value
- how the activity will be paid for
- the balance and variety of activities during the key stage
- additional or hidden costs – e.g. spending money

### **Education during school hours**

In accordance with the Education Reform Act legislation of 1988 (Sections 106-111, 117-118) all education (with the exception of peripatetic musical instrument tuition which may take place during school hours) provided at St. Michael's within school hours, is free. This includes materials, equipment and some transport costs to carry pupils between school and an activity, and any fees for the activity.

Parents will be invited to make a voluntary contribution towards some activities, and in such cases it will be pointed out that these activities will only go ahead if sufficient voluntary contributions are forthcoming. Children will never be excluded from an activity because their parents are unable to contribute. An additional contribution to cover the cost for these children will not be imposed on those parents who are able and willing to contribute.

### **Education outside school hours**

Parents will be charged for activities that happen outside school hours when these activities are not a necessary part of the National Curriculum or religious education or an essential part of the syllabus for an approved examination. Such activities will be regarded as 'optional extras'.

### **Residential Activities**

No charge will be made for the education costs of any residential activity which takes place largely during school time or which is essential to the education provided at the school. A charge for board and lodging will be made in these circumstances. Pupils whose parents are receiving Income Support, Child Tax Credit (without Working Tax Credit, Universal Credit or income-based Job Seekers Allowance will be told of their right to claim for a subsidy, where appropriate, if they are in receipt of these benefits.

### **Informing Parents**

We will endeavour to inform parents and carers as early as possible of impending educational activities which will necessitate a voluntary contribution in order for them to go ahead. The nature and educational value of the visits will be identified, as will the breakdown of costs per head (transportation, entry fees, teacher costs, insurance, discounts, etc.). Precise dates by which consent forms and voluntary contributions should be returned to school will also be included.

Parents and carers will also be informed that no child whose parents are unable or unwilling to contribute will be excluded from the activity. They will also be told of any help that is available towards the cost.

### **Before and After School Clubs**

Clubs run to assist parents with before/after school childcare will be charged at a rate agreed by the Local Academy Board.

**Lost or damaged resources**

A reasonable charge will be made for any school resources that are lost or damaged, for example lost or damaged reading books.

**Remissions**

There will be no obligation for any parent to make a voluntary contribution towards the cost of Academy activities. Pupils will not be treated differently whether or not their parents have made a contribution. The Local Academy Board may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents will be invited in confidence for the remission of charges in full or in part. The Headteacher will make authorisation for such remission.