

ST MARY'S CATHOLIC PRIMARY SCHOOL

CHARGING & REMISSIONS POLICY

Mission Statement

St Mary's Catholic school community follows the teachings of Jesus Christ, working together to develop the whole child in a spiritual, moral, academic, physical, social, and emotional way, within a caring and supportive environment.

This Charging Policy informs staff and parents about charging for School activities. It conforms to the requirements of the guidance detailed in 'The Department for Education's Governance Handbook', October 2020 and 'Charging for School Activities Advice', May 2018.

In accordance with these guidelines, St Mary's Catholic School:

- Will not charge for books, materials, equipment and transport provided during school hours by the Local Authority (LA) or by the school to carry pupils between the school and an activity.
- Will not charge for any activities which take place in School time, apart from instrumental tuition for individual pupils or pupils in groups of up to four.
- May charge for School-Time activities by inviting parents and others to make **voluntary** contributions. Children of parents who do not contribute will not be treated differently from those who do make contributions
- Will have the right to cancel an activity if there are insufficient voluntary contributions to make the activity possible.
- May charge for board and lodgings on residential visits, except for pupils whose parents are in receipt of:
 - Income Support (IS);
 - Universal Credit in prescribed circumstances;
 - Income-Based Jobseekers Allowance (IBJSA);
 - Support under the Immigration, Asylum and Nationality Act 2006;
 - Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed £16,190 (Financial Year 2023/24)

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- The guarantee element of State Pension Credit:
- The Headteacher will inform parents of the right to claim free activities if they are receiving these benefits.
- May permit organisations to charge parents when such an organisation is acting independently of the School or the LA, to arrange an activity to take place during school hours and parents want their children to join in the activity.
- May charge for activities (optional extras), which happen outside School hours when these activities are not necessary part of the National Curriculum.
- Parents are asked to make a contribution towards replacing damaged or lost school property caused wilfully or negligently by their children.
- Any debts incurred by the school will be written-off in accordance with the regulations detailed in the LB Enfield Schools' Finance Manual.
- The Governors will review this policy on an annual basis.