

# **Our Lady and St Teresa's Catholic Primary School**



*Aspire, Achieve, Learn and Love as one Family in  
Christ*

## ***Charging & Remissions Policy***

Adopted: October 2019

Due for review: October 2021

## **1 Introduction**

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual or group music tuition. We do however; rely on the goodwill and financial support of parents who are able to make voluntary donations towards the cost of transport and lessons for activities such as swimming and educational visits. We would never want a child to miss any activity because they were unable to make a contribution. The Headteacher urges parents to approach her in complete confidence if assistance is sought.

## **2 Voluntary contributions**

2.1 When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others.

2.2 If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded. The school will provide this information on request.

2.3 The following is a list of additional activities organized by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums;
- sporting activities which require transport expenses;
- outdoor adventure activities;
- visits to the theatre; or visiting performers
- musical events.

## **3 Residential visits**

3.1 From time to time the school organises a residential visit to provide opportunities in addition to the National Curriculum. Parents will be sent information about these trips as early as is possible to allow them to plan for the payments. Parents are expected to cover the cost of residential trips as these are in addition to the national curriculum and take place primarily outside school hours. Failure to make payments as set out in the payment schedule will result in a loss of place for the child as school cannot carry those costs. The Headteacher urges parents to approach her in complete confidence if assistance is sought.

## **4 Music tuition**

**4.1** All children study music as part of the normal school curriculum. We do not charge for this. Parents may be asked to buy a recorder for their child.

**4.2** There is a charge for individual or group music tuition if this is not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons. There is a charge for these lessons set by Warwickshire Music Hub. We give parents information about additional music tuition at the start of each academic year.

**4.3** Parents are expected to pay for all peripatetic music lessons and payment must be made at the start of the school year.

**4.4** Parents must give a terms notice if they do not wish their child to continue with peripatetic music lessons. The full termly payment must be made.

## **5 Swimming**

**5.1** The school organises swimming lessons for children. These take place in school time and are part of the National Curriculum. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

**5.2** The school asks for voluntary contributions towards the costs of transport and/or swimming instructors.

## **6. Additional Charges**

**6.1** Where there has been wilful damage made to school property or equipment, school may charge parents for the cost of replacing or repairing items.

**6.2** Voluntary contributions may also be asked for certain materials; in Food Technology and Design & Technology, for example, where pupils are taking the product home.

## **8. After School Club**

**8.1** The school provides After School club activities on certain days. These activities are in addition to the school day and therefore there is a charge to pay.