

# Our Lady of Compassion Catholic Primary School

## Charging and Remissions Policy

*Our Lady of Compassion is a Catholic voluntary Aided School in the Archdiocese of Birmingham.*

*As a Roman Catholic Primary School our aim is to develop, within each child, an understanding of his or her Catholic faith. It is hoped that with this knowledge children will grow into responsible Catholic adults who will be able to demonstrate their faith and concern for others and continue the worship of God.*

*The school provides a full curriculum and through the presentation of the curriculum it is intended that children will develop the necessary skills for adulthood and an understanding that the skills should be for the benefit of everyone, which is an important part of Catholic life.*

# To Live As Jesus Taught Us

updated: December 2022

Approved by Governors: December 2022

To Be Reviewed: January 2026

## **Rationale**

Our aim is for all children to have fair access to educational activities, regardless of their parent's ability to pay.

### **1 Introduction**

All education during school hours (8:45am – 3:15pm UKS2+FS2, 8:55am – 3:25pm KS1+LKS2; 8:45am – 11:45pm FS1) is free. We do not charge for activities undertaken as part of the National Curriculum, with the exception of swimming and individual/group music tuition.

### **2 Voluntary contributions**

**2.1** When organising school trips, or visits that enrich the curriculum and educational experience of the children, the school asks parents to contribute to the cost of the trip. All contributions are voluntary. If sufficient voluntary contributions are not received in time, a trip may be cancelled. If a trip goes ahead, it may include children whose parents have not paid any contribution. These children are not treated any differently to 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 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 provides this information on request.

**2.3** The following is a list of additional educational activities organised by the school, which require voluntary contributions from parents to make them viable. These activities are known as 'optional extras'. This list is not exhaustive:

- day trips to places of educational value, such as museums, places of worship...
- sporting activities which require transport expenses,
- outdoor adventurous activities,
- visits to and from theatre groups, or similar – Animal Man, Artefact Theatre...
- musical events.

### **3 Residential visits**

If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education. However, we do make a charge to cover the costs of board and lodging and travel expenses. Parents who receive certain state benefits may be exempt from payment (See list - Appendix 1)

### **4 Music tuition**

**4.1** All children study music as part of the normal school curriculum. We do not charge for this.

**4.2** There is a charge for individual or group music tuition if this is not part of the National Curriculum. Peripatetic music teachers teach individual or small group lessons. Solihull music services charges the parents directly for this. Parents in receipt of some

state benefits are exempt from payment. We give parents information about additional music tuition before the start of each academic year.

## **5 Swimming**

The school organises swimming lessons for all children in Key Stage 2. These take place in school time and are part of the National Curriculum. We make no charge for this activity, but we ask for voluntary contributions to make them viable. 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.

## **6 Extra - Curricular Clubs**

The school offers a wide range of clubs after school. Some clubs are facilitated by private providers, who set and collect their own fees. Others are organised through the school and run by coaches, staff and volunteers. We make modest charges for these sessions to cover costs (including coaching, heating, equipment etc). We also fund some places for children whose parents cannot afford them through specific funding streams such as the Pupil Premium.

## **7 Remissions**

For activities outside normal curriculum time, parents having genuine difficulty in making payment are always encouraged to contact the Head Teacher to discuss what they are able to contribute, and the shortfall is then met from the Governors' Fund. The Head Teacher consults governors, in complete confidence, about significant amounts.

Ref: Education Reform Act 1988 – activities that occur mainly during school hours.

**Signed: M Scott**

**Role: Chair of Governors**

**Date: December 2022**

## Appendix 1

Children whose parents are in receipt of the following support payments will (in addition to free school lunch entitlement) also be eligible for remission of charges for board and lodgings during residential school trips.

The relevant support payments are:

- Income Support
- Income Based Job Seekers Allowance
- Support under Part IV of the Immigration and Asylum Act 1999.
- Child Tax Credit, where the parent is not entitled to Working Tax Credit and whose annual income does not exceed £16,190 (as of 6/4/2010) and have a current Tax Credit Award Notice.
- Employment and Support Allowance (Income Related).
- Guaranteed Element of State Pension Credit