

# St. Cuthbert's Church of England Primary School

## CHARGING AND REMISSION POLICY



### Our Vision

Doing all the good we can, through faith, love and excellence.

Micah 6:8 "This is what the Lord requires of you: to do justice, and to love kindness and to walk humbly with your God."

We want St Cuthbert's to be a school where:

#### Our Ethos

- everyone flourishes through the guidance of our Christian values.
- teaching and learning is creative, engaging and motivational.
- relationships are positive and serve to support others through **compassion** and **kindness**.

"I have come that they may have life and have it to the full." John 10, V10

#### Our Expectations

- we show **courage** to be the best that we can be.
- the children make excellent progress, fostering a love of learning.
- every child has an **equal** chance to fulfil their full potential.

"All human kind is made in the image of God. " Genesis 1, V26-27

#### Individuality

- we grow and flourish as individuals; through **endurance** we can achieve.
- the value and worth of each individual is celebrated and everyone feels included.
- the children develop a spirit of **curiosity** and a willingness to rise to a challenge through a broad, enriched curriculum.

"All people are called to transform the world" Genesis 1 V26-31, Micah 6 V8

#### Working Together

- the children are able to **trust** show **respect** and **friendship** to others.
- the community enables our pupils and school to grow in a happy, safe, healthy and spiritual environment.
- we foster links and contribute to the educational community through effective communication.

"Every person is an individual and also part of a community." 1 Cor. 12 V12-27

*This is a vision that is inclusive to all as we are reminded in the words of Luke 18:16:  
"But Jesus called them to him, saying, "Let the children come to me, and do not hinder them, for to such belongs the kingdom of God."  
For we are all equal in the eyes of God.*

# Compassion

"Clothe yourselves with compassion, kindness, humility, gentleness and patience."

Colossians 3:12



# Kindness

"Be kind to one another, tender-hearted, forgiving one another as God in Christ forgave you."

Ephesians 4:32



# Equal

"You shall love your neighbour as yourself."

Mark 12:31



# Potential

"Behold they are one people and they have all one language and this is only the beginning of what they will do."

Genesis 11:6



# Courage

"Be strong and courageous. Do not be frightened and do not be dismayed for the Lord your God is with you wherever you go."

Joshua 1:9



# Trust

"My God is my strength in whom I trust."

Psalms 12



## Friendship

"Encourage one another and build each other up."  
1 Thessalonians 5:11



## Respect

"For God gave us a spirit not of fear  
but of power and love and self-  
control."  
Joshua 1:9



## Endurance

"I can do all things through Him who strengthens"  
Joshua 9



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### Responsible Personnel

- Governors
- Headteacher

In accordance with the Education Reform Act of 1988 and sections 449-462 of the Education Act, 1996 no charges are to be made for any books, materials, equipment or apparatus used during school hours.

The charging policy is applied in line with section 457 of the Education Act 1996 which e.g. allows charges to be made for residential school trips and artefacts made in school and taken home and in reference to

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### **Voluntary contributions**

Where a School cannot levy charges and it is not possible to make these additional activities within the resources available to the School, the School may request or invite parents to make a contribution towards the cost of the trip or activity. Students will not be treated differently according to whether or not their parents have made any contribution in response to the request or invitation. Where there are not enough voluntary contributions to make the activity viable, then it will not take place.

No student will be disadvantaged as a result of family circumstances. A remissions policy will be applied. The charges may be remitted in part or full as reasonable in particular circumstances.

### **Remissions Policy**

The statutory arrangements for the remission of charges cover parents/carers in receipt of Income Support, Family Credit, Jobseekers' Allowance (payable under the Jobseekers Act 1995) or Disability Working Allowance charges in respect of Board and Lodging (section 2), materials (section 4), and activities outside school hours (section 6).

Those parents must receive full remission of Board and Lodging charges where the activity takes place out of school hours or the activity is necessary for a prescribed public examination or the National Curriculum. In other circumstances the school can make a contribution, depending on the family circumstances, to the cost of the visit, at the Headteacher's discretion. The Headteacher may remit in full or part charges in respect of a pupil, as is reasonable in the circumstances.

The Headteacher may decide not to levy charges in respect of a particular activity, if it is reasonable in the circumstances.

### **Contingency money**

This may be included for emergency situations.

### **Refund of surplus money**

Where, after the visit, there is a financial surplus that is equal to £1 or more per place, money should be shared evenly between the contributors, unless written agreement has been received to the contrary. Smaller balances will be retained and earmarked to support future trips and visits

## **Specific examples of how the charging policy will be applied.**

### **Educational day visits:**

- A voluntary contribution will be levied in respect of day visits that take place during school hours and are part of the curriculum.
- Visitors in to school for curriculum enhancement can also request a voluntary contribution to cover some or all of the cost.

### **Residential visits:**

- For those which are essential to the National Curriculum, preparation for prescribed examinations a charge will be levied for Board, Lodging and transport.
- For those which are not essential to the National Curriculum, statutory RE, preparation for prescribed examination a charge will be levied for the full cost if the amount of school time is less than half of the total time of the trip. If the amount of school time is half or more of the total time of the trip, a charge will be levied to recover costs.

### **Swimming (Key Stage 2)**

- Requests to cover the cost of transport and pool hire are currently made for each swimming block.

### **Music Tuition:**

- Kibworth Centenary Youth Brass operate a direct billing system for parents and as such the school is not involved in financial arrangements for these lessons.
- The cost of peripatetic tuition can be subsidised by the School as the Governors have agreed that 20% of the cost will be borne by the school if family circumstances deem it necessary. Children who qualify for pupil premium money have music lessons paid for by the school.

### **Out of School activities:**

- No charge will be made for activities outside school hours that are part of the National Curriculum, or that form an essential part of the syllabus for an approved examination.
- For all other activities outside school hours, a charge up to the cost of the activity will be levied.

### **Damage/Loss to property:**

- A charge will be levied in respect of wilful damage, neglect or loss of School property (including premises, furniture, equipment, books or materials), the charge to be the cost of replacement or repair, or such lower cost as the Headteacher may decide.
- A charge will be levied in respect of wilful damage, neglect or loss of property (including premises, furniture, equipment, books or materials) belonging to a third party, where the cost has been recharged to the School. The charge to be the cost of replacement or repair, or such lower cost as the Headteacher may decide.

### **Sale of items**

- Staff throughout the school may purchase items in bulk and sell at cost to pupils. Also, examination revision materials may be sold to pupils at cost.