

# **ST. THOMAS MORE'S CHARGING AND REMISSIONS POLICY**

## **St Thomas More's Catholic Primary School**

The Mission of St Thomas More's School is **'to educate and inspire every child to fulfil their unique giftedness within a loving Catholic community'**.

This will be delivered through a well-planned and resourced curriculum

### **RATIONALE**

To support our Mission Statement, we seek to offer a wide range of challenging and interesting activities to support the learning of the pupils. This can usually be provided within the school environment. However, there are times when we feel that pupils need to experience opportunities first hand. We can tell the pupils about the skills required to be an author but to listen to the author themselves is far more exciting and stimulating. Similarly the experience of an art gallery cannot be reproduced effectively in any other way.

During the course of a year we will endeavour to provide opportunities to enrich all areas of the curriculum. e.g. theatre groups, cooking activities, visits to places of worship, musical events, experts and speakers etc.

We believe that giving children first hand experiences enhances their education. Educational visits add breadth and experience to their learning and as such will be memorable occasions.

In order to be able to provide these opportunities we rely on parental support by asking for contributions towards the cost.

### **AIM**

To provide an education where every child can achieve their best.

To offer an enhanced curriculum to engage and motivate children as learners.

### **OBJECTIVES**

To ensure that the provision of activities and visits to enhance the whole curriculum is provided within a clear policy for charging and remission as required by The Education Act 1996

To ensure equality of opportunity for the children in these activities and visits.

### **CHARGING**

Charges will be made for activities outside the school day which are optional extras, e.g.. Short Tennis coaching, breakfast club and after school clubs, playtime snacks.

Residential visits of one or more nights away from home will be charged for.

Charges will be made for Music lessons by Hampshire Music Service.

## **CONTRIBUTIONS**

Contributions may be requested for any area of the curriculum where there have been enrichment activities provided. The Governors wish to make it clear that some activities and educational visits in particular will not take place should insufficient contributions be received i.e. less than 80% of the total cost. In these instances the school will seek to find an alternative option but parents would need to realise that the experience will not be as meaningful or remarkable.

The school is able to offer savings facilities for parents who would like to pay a small amount on a weekly/monthly basis.

## **REMISSIONS**

If the parents of a child are unable to contribute the full amount for financial reasons, the Governors will agree to remit up to 50% of the cost of any activity forming part of the National Curriculum taking place within the school day. In these instances the parent needs to write or speak in confidence to the Headteacher.

School activity letters will contain the following referring to the Governors Charging and Remission Policy:

**“First hand experiences are essential to enhance curriculum opportunities. They provide fun and enjoyment as well as challenge and excitement. Parents support for this is necessary. The cost of the visit/activity is £            per child. A contribution is requested to cover this sum for your child/children. The Governors fully support these activities but need to make it clear that they will not be able to take place if less than 80% of the total cost is received in the form of contributions. This is because the activities are not funded through any other channels. Parents unable to meet the full cost financially should write to the Headteacher, in confidence, for their contribution to be supported by the school. This is usually on a 50:50 basis”**

## **SERVICES**

**From time to time the school will recommend resources to parents that will support their child’s learning.**

## **BREAKAGES**

The Governing Body may ask parents to pay the cost of replacing a broken window, or replacement of damaged goods where it was caused by the child’s bad behaviour. A lost library book should be replaced by the parent or child with a book of a similar cost.

## **MONITORING**

This Policy will be monitored by:

- Regular auditing (at least monthly) of financial accounting by the Headteacher and Administrative Officer – Evidence – Monthly budget statements.

Approved:

Buildings and Finance Committee:

3<sup>rd</sup> Nov 2016

Governing Body:

24<sup>th</sup> Nov 2016

Review Policy:

Annually - Audit requirement

Review Date:

November 2017