



**ST GEORGE'S
CE SCHOOL**

St George's C of E School and Nursery

Charging and Remissions Policy

2019 - 2020

St George's C of E Charging and Remissions Policy

This charging policy has been compiled in line with DfE requirements and in accordance with s457 of the Education Act, 1996.

School Trips

Day Trips. No charge will be levied in respect of day trips that take place during school hours or are a statutory part of the curriculum.

Residential trips

Essential: For residential trips which are essential to the National Curriculum, statutory RE or in preparation for prescribed examinations, a charge will be levied for board and lodging.

Non-essential: For residential trips which are not essential to the National Curriculum, statutory RE or in preparation for prescribed examinations a charge will be levied up to the full cost of the trip including contingency and school administrative costs. School trips can be paid for at the school office.

Materials & Textbooks

Where a pupil or parent wishes to retain items produced as a result of art, craft and design, or design and technology, a charge may be levied for the cost of the materials used. The school sometimes requests a small donation for ingredients towards cooking and other activities. Textbooks are provided free of charge, but in some subjects, additional revision guides are available, for which a charge is made.

Music Tuition

The school levies charges in respect of individual music tuition, and group music tuition up to and including 4 persons, if the teaching is not an essential part of either the National Curriculum or a public examination syllabus being followed by the pupil. 50% discount is available to pupils whose families are entitled to free school meals.

Activities Outside School Hours

No charge will be made for activities outside school hours that are part of the National Curriculum or religious education, 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 may 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.

Voluntary Contributions

Where the school cannot levy charges, and it is not possible to make these additional activities within the resources ordinarily available to the school, the school may request or invite parents to make a contribution towards the cost of the trip which may include specific costs in relation to pupils with special needs. Pupils will not be treated differently according to whether or not their parents have made any contribution in response to the request or invitation. However, where there are not enough voluntary contributions to make the activity possible, then it may be cancelled.

Other Charges

The Headteacher, Finance and Staffing Committee or Governing Body may levy charges for miscellaneous services up to the cost of providing such services e.g. for providing a copy of an Ofsted report.

Remissions Policy

The Headteacher, Finance Committee or Governing Body may remit in full or part charges in respect of a pupil, if it feels it is reasonable in the circumstances.

The Headteacher, Finance Committee or Governing Body may decide not to levy charges in respect of a particular activity, if it feels it is reasonable in the circumstances.

Catering

Pupils who receive free school meals do not need to pay for meals.

Pupils who pay for their school dinners (those in Key Stage 2) and those who are entitled to Free School Meals are expected to order online using the Lunch Shop system. Parents/Carers of children who do not receive Free School Meals must pay in advance on Lunch Shop or arrange for a packed lunch for their child.

Wraparound Care

Wraparound Care should be paid a week in advance to Mrs Mason at the School Office.

School Uniform

School uniforms are purchased from a designated shop and a commission is charged for sales.

September 2019

Review September 2020