

Catherington C of E Infant School Board of Governors



*Growing together
in God's love*

Charging and Remissions Policy

Name of School	Catherington C of E Infant School
Date of Policy Review	November 2024
Date of Next Review	November 2025
Name of Headteacher	Mrs Maria Burden

CHARGING & REMISSIONS POLICY

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Date of Policy Issue/Review	November 2024 - Review November 2025
Name of Headteacher	Mrs Maria Burden
Signature & Date:	
Signature & Date:	
Chair of Governors	

At Catherington Church of England Infant School, we work together to ensure our school is a safe, happy and exciting place, where children can grow on their unique academic, social and emotional journey.

Our schools Christian Values underpin our schools curriculum and aim to ensure all children feel loved and show Love for others, have Courage to face new challenges and fulfil their potential and develop Respect for God's creations.

Our Vision and aim for all children, as stated in our curriculum for learning document

We want our children to learn how to build positive realtionships with others and recognise what is good mental health and wellbeing. They know who they are and how to lead safe, healthy and fulfilling lives.	We want to equip our children with the resilience and perseverance to become independent learners. We are empowering our children to take appropriate risks without fear of failure. We want our children to grow into responsible citizens who make a positive contribution to local, national and global communtities, helping them to see their place in the world.	We want our children to celebrate and respect difference and be proud of who they are. We want our children to have enquiring minds to question and to be confident in their own thoughts and actions.
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Rationale:

In order to support teaching and learning at Catherington Infant School staff offer a wide range of activities which support and enhance the National Curriculum. The governing body recognise that these activities may require funding beyond that which is available from the annual budget allocation.

Purpose:

This policy informs parents how Catherington Infant School charge for school activities. It reflects the fundamental principal that any charge made to parents and carers cannot exceed the total cost of the provision.

The remissions policy sets out the circumstances in which the governing body proposes to meet (in whole or in part) any charge payable in accordance with the Charging Policy.

This policy have been drawn up using the DfE section 449-462 of the Education Act 1996 & the DfE Charging for school activities (May 2018)

Roles and Responsibilities:

The headteacher will be responsible for implementing the Charging and Remissions Policy. Should any individual be considered eligible for financial support this will be addressed on a case by case basis and a final decision will be made by the headteacher.

Voluntary Contributions:

Voluntary contributions are requested from parents/carers for school activities and visits that take place during school time.

These offsite activities and visits will be chosen for their relevance to the school curriculum. Best value for money will always be considered by staff when considering these activities or visits.

These additional opportunities for learning will only take place if there is sufficient voluntary funding.

Catherington Infant School will not exclude any pupil from the activity or trip because of an inability or unwillingness to make a voluntary contribution.

When making requests for voluntary contributions, parents and carers will not be made to feel pressurised into paying. These contributions are not compulsory.

If insufficient voluntary contributions are raised to fund an activity or visit, or the school cannot fund the activities or visit from some other source, then they will be postponed or cancelled.

If a child is unable to participate in the activity and upon request, voluntary contributions may be reimbursed. This reimbursement will be limited to only those charges the school is able to reclaim.

Charging:

No charges will be made for:

- Every day equipment or resources. For example, stationery and books.

Charges can be made for:

- Any resources or equipment that parents and carers wish their child to personally own.
- Residential visits.
- Off site visits.
- Specialist visitors to the school.

Charges will be made for:

- External providers of extra-curricular school clubs.
- The provision of musical instrument tuition.
- Extra-curricular school clubs run by members of staff, to cover the costs of materials and equipment. For example, cooking ingredients.
- The replacement of damaged or lost school property caused wilfully or negligently by their children.
- The use of the school and its facilities by outside agencies. For example, Brownies.

Remissions:

In order to remove financial barriers from disadvantaged pupils, the headteacher and governing body have agreed that some activities/visits where charges can be sought legally will be offered at no charge, or a reduced charge to parents/carers in particular circumstances. Criteria for consideration includes Free School Meals (although not the universal Infant Free School Meals offer), parents/carers in receipt of Income Support, Income-based Jobseekers Allowance and Family Support.

In line with DfE advice, the school must ensure that parents on low income and those in receipt of the benefits listed above are aware of the support available to them when being asked for contributions towards the cost of school visits. Parents who are eligible for any remissions in charges will be dealt with confidentially.

The headteacher will authorise all remissions of charges.