St.Rose's
Inspiring Education, Therapy & Care

CHARGING AND REMISSIONS POLICY

Person responsible:	Business Manager
Date approved by governing body:	July 2025
Review cycle:	Every 2 years
Date of policy review:	July 2027

CHARGING AND REMISSIONS POLICY

POLICY STATEMENT

St Rose's and St Martin's believe that all our children and young people should have an equal opportunity to benefit from activities and visits (curricular and extra curricular) independent of their parents' financial means. This charging and remissions policy describe how we will do our best to ensure a good range of visits and activities are offered and, at the same time, try to minimise the financial barriers which may prevent some children and young people taking full advantage of the opportunities.

KEY PRINCIPLES

The 1996 Education Act required all schools to have a policy on charging and remissions for school activities, which will be kept under regular review.

The Policy identifies activities for which:

- Charges will not be made
- Charges will be made
- Charges may be waived

DEFINITIONS

- Charge: a fee payable for specifically defined activities
- Remission: the cancellation of a charge which would normally be payable

VOLUNTARY CONTRIBUTIONS

Separately from the matter of charging, schools may always seek voluntary contributions to offer a wide variety of experiences to children and young people. All requests for voluntary contributions will emphasise their voluntary nature and the fact that children and young people of parents who do not make such contributions will be treated no differently from those who have.

THE LAW SAYS:

No child will be excluded from an activity because parents are unable to pay.

If a parent is unwilling or unable to pay their child will be given an equal chance to go on a visit.

CHARGES WILL NOT BE MADE FOR THE FOLLOWING

- Education provided during school hours (including the supply of any materials, books, instruments or other equipment).

- Education provided outside school hours if it is part of the National Curriculum, or part of a syllabus for external accreditation that the student is being prepared for at the school, or part of the school's basic curriculum for religious education.
- Education provided on any trip that takes place during school hours.
- Transport provided in connection with an educational trip.

ACTIVITIES FOR WHICH CHARGES MAY BE MADE

Activities which take place outside the normal school day of 9.00 a.m. – 3.45p.m.

Parents may be asked, each term, to voluntarily contribute £20.00 towards the cost of materials and ingredients if the finished product is to be taken home by the student.

REMISSIONS

A student will never be prevented from participating in any extracurricular activity because of financial constraints. St Rose's and St Martin's operate a hardship fund for such circumstances.

ADDITIONAL CONSIDERATIONS

The governing body recognises its responsibility to ensure that the offer of activities and educational visits does not place an unnecessary burden on family finances. To this end we will try to adhere to the following guidelines.

- Where possible we shall notify parents of visits as far in advance as possible together with the approximate cost to give time for parents to plan ahead

- An instalment method of payment will be granted if requested.

……. Principal Date …….

…….. Chair of Governors Date ……..