



St Mary's C of E Lower School Charging and Remissions Policy

St. Mary's CofE Lower School seeks to provide a broad and balance curriculum for all pupils within our care. We endorse the principles of the 1988 Education Act in maintaining the right to free education for all children. However, the act allows us to request voluntary contributions to broaden children's educational experience, although no child will be excluded from an activity because parents are unable to pay. If insufficient contributions are raised, the trip or activity may have to be cancelled. If a parent is unwilling or unable to pay, their child will be given an equal chance to go on the visit.

The aim of this policy is to outline the procedures for charges made by the school to pupils for supplies or services. It also outlines eligibility for remission of charges.

School Meals

The school can provide a cooked school meal for any pupil attending school. Meals are currently free for all pupils in Reception, Year 1 and Year 2 under the Governments Universal Free School Meals Agenda. For those pupils in Nursery, Year 3 and Year 4 requesting a cooked school meal, prices are set and money collected and paid to Luton Borough Council.

Parents of pupils in Nursery, Year 3 and Year 4 can apply for free school meals if they are receiving Income Support, Income based Job Seekers Allowance or Child Tax Credit (as long as they are not receiving Working Tax Credit and their annual income is below the threshold).

Nursery

Any Nursery hours attended beyond the Government funded hours will be invoiced by and payable to the school. If parents experience difficulties in paying invoiced hours we encourage them to discuss this with the school as early as possible.

FunZone

Any FunZone hours attended will be invoiced by and payable to the school in line with the FunZone letter dated 4th February 2019. If parents experience difficulties in paying invoices we encourage them to discuss this with the school as early as possible.

School Visits: day and part day educational visits and educational visitors to school

For visits or visitors occurring during school time, the Headteacher will usually request a voluntary contribution from parents to meet the cost of the visit or visitor. Every effort will be made to keep these costs reasonable. However, where voluntary contributions are insufficient to cover the costs involved, the visit or visitor may be cancelled. If a child is eligible for Pupil Premium, the cost of the visit or visitor can be met or partly met through the school Pupil Premium fund or through Clophill Charities.

The cost of visits are usually met by the budget when pupils are selected to represent the school in sports or other activities.

Residential visits outside school time

Parents will be charged for the full cost of the visit. Clophill Charities may support children living in Clophill with the cost of residential visits.

Instrumental music tuition

Teachers from private providers give children the opportunity to have instrumental tuition during the school day. Fees are invoiced and collected by the music teacher and parents are required to cover the full costs of these lessons unless the pupil is eligible for Pupil Premium. If a child is eligible for Pupil Premium the costs of instrumental music tuition is currently met through the school Pupil Premium fund or through Clophill Charities.

Extra-curricular clubs

Some extra-curricular clubs incur a charge which is payable in full by parents unless the pupil is in receipt of Pupil Premium. If a child is eligible for Pupil Premium the cost of the club is currently met through the school Pupil Premium fund.

Classroom materials

No charge is currently made for materials and equipment. However, where parents are offered and would like to possess any final pieces of work e.g. artwork, the school reserves the right to make a small charge for the materials used.

Loss or damage to school property

Parents of a pupil who damages or loses any item of school property or equipment are liable for the costs of repair or replacement.

Other charges

The Headteacher or Governing Body may levy charges for miscellaneous services up to the cost of providing such services e.g. for providing a copy of a document.

Remissions

In order to remove financial barriers from disadvantaged pupils, the Governing Body has agreed that some activities and visits (as highlighted above) will be offered at no charge or a reduced charge at the discretion of the Headteacher.