



October 2018

St Mary's Catholic Primary School

CHARGING AND REMISSIONS POLICY

ISSUES	POLICY
Educational Visits and Residential Courses in school time.	Parents are asked to make a voluntary contribution towards the full cost of residential and educational visits. However if you are receiving certain benefits you may have this cost met, please talk to the Head teacher. On occasions there is the possibility that the visits may have to be cancelled due to a shortfall in contributions.
Activities outside school hours not within the National Curriculum.	Parents are asked to meet the full cost, unless in receipt of certain benefits. If the income for each activity does not meet the overall cost, such activities may have to be cancelled.
Nursery Sessions in excess of Funded Sessions	Parents are required to meet the full cost of sessions in advance to provision. If the income is not received children should attend funded sessions only. Following registration, Childcare Vouchers are accepted.
Breakfast & Afterschool Care	Parents are required to meet the full cost of care in advance to provision. Emergency and ad hoc costs apply. Following registration, Childcare Vouchers are accepted.
Swimming tuition	Parents are asked to make a full voluntary contribution to swimming tuition. However if you are in receipt of certain benefits please talk to the Head teacher. If the income for each activity does not meet the overall cost, such activities may have to be cancelled.
Individual Instrumental Music Tuition.	Where the parents have asked for music tuition, parents will be charged for that tuition.
Ingredients for food technology in school.	If the product is to be taken home and parents want this, the school will make a charge to cover cost of the ingredients.
Lost school equipment, books, etc.	It would be hoped that the parents of the child would give a voluntary contribution to replace the book or equipment.
Breakages and damages to school property	Parents may be requested to replace school equipment, books if the child has wilfully broken or damaged them beyond further use.
Non Payment	The policy of the Governors is to ensure that no

parent is allowed to run up a large debt to the school. This can cause difficulties for the parent trying to pay back a large sum of money and also for the school in trying to recover this money. No debt will be allowed to exceed £25. Once this figure has been reached no further allowances will be made.

If it is dinner money which is owed, parents are told they are in debt on parent pay and must address this.

We would urge parents to contact us as soon as possible if they are having difficulty in making payment for any school activity. With more expensive activities we try to provide parents with as much notice as possible so that they may pay by instalments.

Signed by Chair of Governors.....
On behalf of the Governing St Mary's Catholic Primary School
Date: October 2018