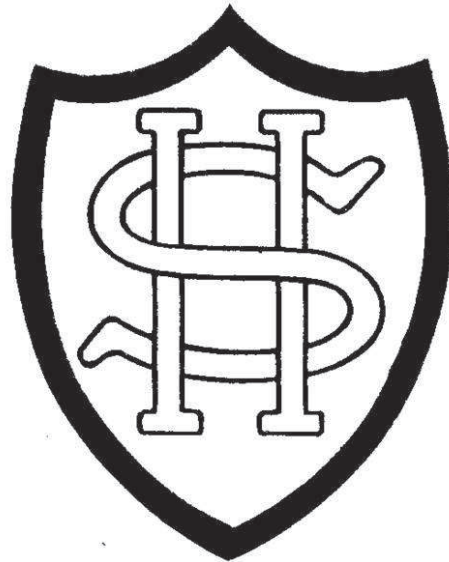


**Sacred Heart Catholic
Primary School**



**OUR SCHOOL
POLICY FOR
CHARGING &
REMISSION**

CHARGING AND REMISSION POLICY

Curriculum Visits and Activities

The Governing Body recognises the valuable contribution that school visits and activities can make to the children's personal, social and educational development. Their policy for any activity for which a charge is to be made is that the parents will be asked to make a voluntary contribution towards the cost of the activity. Many activities could not take place without voluntary contributions. Whilst there is no obligation for parents to contribute and no pupil will be omitted from the activity because contributions have not been received, it may be necessary to cancel activities if the expenses incurred by that activity cannot be met by the school.

Before-school and After-school clubs

The school operates an 'Early Birds' Club from 8.00 a.m. for which there is a charge of £2 per day. This is like a breakfast club except that no food is provided but children are allowed to bring food from home.

Several after-school clubs are operated by both the school and outside providers for which charges are made. The amount will be stated in the initial letter offering places.

Music lessons are offered during school time by ESCC Music Service and these will incur a charge.

REMISSIONS

Where the parents of a pupil are in receipt of Income Support or Family Credit, the Governors will follow the County Guidelines. There may, however, be exceptional circumstances or cases of family hardships, which make it difficult for charges to be paid. In these cases, the parents should make an appointment to see the Head teacher and apply in confidence for remission of the charges, in part or in full.

Remissions are also made in connection with pupils in receipt of the Pupil Premium Grant, as agreed with the Headteacher and reported in the Pupil Premium Statement on the School Website.