



## **St. Edward's Catholic Primary School** **Charging and Remissions Policy Statement**

### **RATIONALE**

The Governing Board of St. Edward's Catholic Primary School recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education.

The Governing Board aims to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

### **CONTEXT**

The law states that education provided during school hours must be free. This definition includes materials, equipment and transport provided in school hours by the Local Authority or the School. No pupil may be left out of an activity because their parents cannot or will not make a contribution of any kind.

### **AIMS**

- To make school activities accessible to pupils regardless of family income.
- To provide a process which allows activities to take place at a minimum cost to parents, pupils and the school and;
- Which acknowledges the cost of such activities to the school's budget.

### **CHARGES**

The Governing Board reserves the right to make a charge in the following circumstances for activities organised by the school:

#### **• RESIDENTIAL ACTIVITIES TAKING PLACE LARGELY DURING SCHOOL HOURS**

The school will fund a set amount toward the cost to each pupil entitled to Pupil Premium Funding for board and lodging. Parents who are entitled to the following state benefits must contact the school if they struggle to pay for Educational Visits and the school will be happy to support:

- Universal Credit (provided you have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods)
- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guarantee element of Pension Credit

- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on – paid for four weeks after you stop qualifying for Working Tax Credit

## **REMISSIONS**

There will be no obligation for any parent to make a voluntary contribution towards the cost of school activities and to the School Fund. Pupils will not be treated differently whether or not their parents have made a contribution.

The Governing Body may wish to remit in full or in part the cost of other activities for particular groups of parents, for example, in the case of family hardship. When arranging a chargeable activity such parents will be invited in confidence for the remission of charges in full or in part. The Head Teacher in consultation with the Chair of Governors will make authorisation for such remission.

## **VOLUNTARY CONTRIBUTIONS**

Voluntary contributions may be requested from parents to cover the cost of the following activities:

Cost of materials  
Transport  
Entrance fees  
School visitors  
etc.

## **GENERAL**

The Governing Board may from time to time, amend the categories of activity for which a charge may be made. Nothing in this policy statement precludes the Governing Body from inviting parents to make a voluntary contribution towards the cost of additional activities, which take place in school time. Parents may be advised that the continuance of an activity may depend upon voluntary contributions, but once it has been decided to run such an activity no qualifying child will be excluded on the grounds of voluntary contributions.

***Date agreed by the Governing Board: April 2026***

***Signed:***

***(Chair of the Governing Board)***