

**Charging & Remissions Policy**

**St Stephen’s (Kearsley Moor)**

**C E Primary School**

**Reviewed 2019**

ST STEPHEN’S (KEARSLEY MOOR) C E ScHOOL

CHARGING & REMISSIONS POLICY

Our Mission Statement

St Stephen's C E School aims to develop its children and staff to their full potential in a happy and caring Christian environment by:

 providing a high quality education for all, both academic and social in a Christian context

 fostering high expectations and aspirations

 maintaining a caring and disciplined ethos

 maintaining close home/school links

 developing in its pupils, as members of a Church school, a sympathetic understanding of the Christian faith and a respect for other world faiths.

**Rationale:**

A child's education can be greatly enhanced by going out of school on a visit or trip and the school encourages anything which will enrich a child's learning. Trips and visits can provide first-hand experiences and serve to broaden education. Besides reinforcing the curriculum, trips and visits can help to increase confidence, independence, self reliance and social awareness.

Children can also benefit from additional activities which develop existing or new skills, such as learning to play a musical instrument or participating in sports. At St Stephen’s we offer a range of activities both within and outside of the school day. We aim to encourage all pupils to participate fully in the life of the school.

**Background Legislation (Education Act 1996)**

**Education During School Hours:**

No charge can be made for admitting pupils to St Stephen’s School. Similarly the education provided during school hours is free – this includes materials, equipment and human and technological resources. The definition of school hours is included in the School Prospectus.

**Education Outside School Hours:**

Parents can only be charged for activities that happen outside school hours when these activities are not a necessary part of the national curriculum or do not form part of the school’s basic religious education curriculum.

**Residential Activities:**

Special rules apply for residential activities and the legislation should be consulted for detail. In summary, charges can be made for board and lodging, except in the case of those families receiving certain levels of benefit. In these cases parents have the right to claim free activities.

**Musical Instrument Tuition:**

Charges may be made for teaching either an individual pupil or groups of up to four pupils to play a musical instrument. However, charges may only be made if the teaching is not an essential part of the national curriculum.

**Procedure at St Stephen’s**

**Educational Visits (including Residentials) and Workshops**

When a member of St Stephen’s staff organises a trip or visitor parents may be asked to make a voluntary contribution to the overall cost. However, the school will attempt to keep such costs within reasonable and affordable levels.

The school retains the right to cancel such a trip if reasonable costs cannot be covered and the school also reserves the right to prevent a child from participating in social events as a result of poor behaviour. Any monies that have been paid in this instance will be re-imbursed.

The Pupil Premium Grant will be used to fund the cost of all visits and workshops for eligible children.

**Musical Instrument Tuition**

Musical instrument tuition is currently offered by the school for a small number of pupils through Bolton Music Service Wider Opportunities Programme. In addition, individual and small group tuition is available at an additional charge to parents.