



ST BEDE'S RC PRIMARY SCHOOL CHARGING POLICY

*As one
we learn together,
play together,
pray together,
as one*

Policy Relating to Charges and Remissions for School Activities

1. To fulfill their statutory responsibility under the Education Reform act 1988 and in accordance with DES Circular 2/89 the governors of St Bede's R C Primary School, Newcastle upon Tyne, in the Catholic Diocese of Hexham & Newcastle, set out below their policy relating to charges and remissions for school activities.
2. This policy will be reviewed at least annually in the light of subsequent legislation, advice on good practice or a revision of the Governors' views on **Charging** and **Remissions**
3. The governors note that section 118 (4) of the act makes clear that its provisions relate only to charges which may be made by a Local Education Authority or a school governing body and which may be paid by a pupil or a pupil's parent; that they should not be read as relating to charges for any educational activity which may otherwise be levied or paid by other persons.
4. Governors undertake that admission of pupils will be as stated in the school's information booklet and not on the ability of the pupil or parents to pay charges, nor their willingness to make voluntary contributions.
5. **No charge** will be made for any school activity, which it is the Governors' statutory responsibility to provide in respect of the National Curriculum, Religious Education or a prescribed public examination.
6. In order to offer, through the use of funds allocated to the school, the fullest opportunities for the pupils the Governors will **Charge** for all activities where charging is permitted under the Act as set out in the schedule below. Such charges may be remitted in whole or part where related voluntary fund-raising or gifts from school or other bodies occur.
7. **Remission** in whole or in part will be made if the Head Teacher believes that charging may cause an undue financial burden on any given family. School will actively support families in receipt of income support or family credit in terms of residential visits where school is the active agent in charging parents. The condition may not apply if any other organisation acts as the booking / charging agent.

8. Circumstances where obligatory charging is not permitted under the Act, the Governors will, in the best interests of the pupils, encourage a reasonable level of **Voluntary Contribution** to promote to the greatest possible extent a richness and diversity of educational experiences. However, neither pupils nor their parents will be treated differently on the basis of their willingness of ability to make such voluntary contributions.
9. The Governors require the Head Teacher to make clear to pupils and parents when contributions in money or in kind are obligatory or voluntary and when remissions apply under statutory requirements or Governors' policy.
10. Charges levied will not exceed the costs to individual pupils for the activity and associated travel, and board and lodging where applicable.
11. The Governors will, at their discretion in each case, recoup from pupils or pupils' parents costs incurred by breakage's, damage, defacement and loss of, or failure to return, school books, equipment or other property.
12. The Governors will, as permitted under the Act, consider having recourse to civil action in the courts for debts incurred under section 10 of this policy when such action is deemed to be necessary and appropriate.

This Policy was ratified on

Signed:.....(Chair of Governors)

Signed: (Head Teacher)

Review Date:.....