

St. Anselm's Catholic Primary School

Policy Statement by the Governing Body  
Concerning charges and remissions

Reviewed at Resources Committee on 23/1/19  
Approved at Governing Body Meeting of 26<sup>th</sup> March 2019.

The Governors recognise the valuable contribution that a wide range of activities such as clubs, some musical instrument tuition, trips and educational visits can make towards pupils' Personal, Social and Health Education and they wish to encourage such activities at St Anselm's.

However, the Governors also recognise that for such activities to be successfully provided additional financial support must be sought from those parents or carers who are prepared and able to make a contribution to such activities.

Consequently, the Governors' Policy concerning financial charges and the remission of such charges when appropriate shall be as follows:-

- (a) Charges may be made for individual tuition in playing a musical instrument.
- (b) Charges may be made for the cost of materials in Cookery, Design, Craft and Technology lessons, provided parents or carers have indicated that they wish to own the finished article.
- (c) Voluntary contributions may be requested of parents or carers towards the cost of educational visits. Where a parent or carer feels unable to make such a contribution, the Governors and Staff will ensure that his or her child is not treated in any way differently from any other child on that visit. If there are insufficient numbers able to afford the trip it may be cancelled.
- (d) In the case of any family hardship which might make it difficult for a pupil to take advantage of any activity for which a charge may be made, in the interest of the child the Governors urge parents and carers to contact the school to apply **IN CONFIDENCE** for a remission of charges. The decision to remit part or all of the charges will be made by the Headteacher in consultation with the Chair of Governors and will be subject to availability of funds. Governors have agreed that such expenditure will not exceed a total of £1000 in the course of one academic year.
- (e) Pupils in receipt of Pupil Premium will not be charged for school activities.

Signed on behalf of the Governing Body

Mrs Ailish Healy  
Chair of Governors

Date.....

**26<sup>th</sup> March 2019**  
**NEXT REVIEW: March 2020**