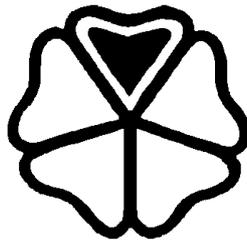




Charging and Remissions Policy



Chair of Finance & Personnel: 29th January 2015

Date of next review: January 2015

Charging and Remission Policy

All schools are required to have a policy in place detailing the charging system in place for activities that take place in and out of school hours.

The governing body at Sacred Heart recognizes the valuable contribution that the wide range of additional activities, including trips, clubs and residential experiences can make towards pupils' education.

The governing body 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.

Charges:

The governing body recognizes that there are conflicting priorities in the school budget, and they reluctantly reserve the right to ask for voluntary contributions at the same time recognising the pressure on parents in difficult circumstances.

Remissions:

In order to remove financial barriers from disadvantaged children ie. those entitled to Free School Meals, the governing body has agreed that some activities and visits where charges can legally be made will be offered at a reduced charge to parents in particular circumstances.

Charging Categories:

- **Residential Trips**

It is a legal requirement to charge for the board and lodging element of the residential activities deemed to take place within a school week.

- **Activities outside school hours**

These are deemed as optional extras taking place outside school hours and the school will charge the full cost of these activities. However it may be deemed appropriate to contribute towards the cost of an activity for a Pupil Premium child.

- **Breakage**

Parents will be asked to contribute towards the repair or replacement of any property which is damaged as a result of a pupils unreasonable behavior.

- **Books**

Parents will be asked to contribute towards the repair or replacement of any school books which are damaged or lost.