

**Christ Church NW1**

**Charging and Remissions Policy**

**January 2019**



Christ Church  
CE Primary School  
Regents Park  
NW1 4BD

Christ Church C of E Primary School  
Charging and Remissions Policy

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## Mission Statement

**The Christian Faith is at the heart of our school community. At Christ Church we care for each other and learn together.**

Christ Church is a small, caring school which is committed to a broad, balanced curriculum and to a continual raising of standards. We aim to contribute to the spiritual, moral, cultural, mental and physical needs of every individual.

We are a Church of England school, with a strong commitment to the teaching of Christianity whilst supporting a multi-faith approach to the curriculum. We recognise, value and celebrate the rich cultural diversity that exists in our school.

The Christian ethos of the school is reflected in our positive, disciplined and calm atmosphere. We believe that effective learning takes place when children work in a purposeful and stimulating environment that supports a wide range of learning styles. Mutual respect between adults and children promotes excellent behaviour and well developed social skills. With this approach we seek to achieve high academic standards.

We aim to cater for each individual, taking particular account of any specific needs or abilities. We endeavour to ensure that all our children fulfil their potential and, within this context, we emphasise health and safety, enjoyment and achievement and the beginnings of responsibility for themselves and others. These skills will be carried forward to the next phase of education and throughout life.

The whole school community is committed to a collective responsibility for the implementation of the values inherent in this statement.

# **Our School Aims - Every Child Matters**

## **The Ethos of the School**

The school aims to provide a positive, disciplined, purposeful environment, within a Christian context. We aim to teach children to be caring, to exhibit good behaviour and appropriate social skills and to begin to take responsibility for themselves and others.

## **The Values of the School**

The School aims to value every child and to contribute to the Spiritual, Moral, Cultural, Mental and Physical well being of our whole school community. We value the diversity of our community and we aim to promote the health and safety of everyone.

## **The Standards of the School**

The School aims to teach a balanced Curriculum and to ensure that each child fulfils his or her potential. We aim to provide teaching and learning of a high standard. We believe that this is achieved when pupils are highly motivated, enjoy coming to school, and are appropriately challenged.

**Christ Church C of E Primary School**  
**Charging Policy**

**Date of policy:** January 2019

**Review date:** January 2022

**AIMS AND OBJECTIVES**

The aims of this policy are to:

- Set out what the school will not charge for, what it will make a charge for or request a voluntary contribution towards from parents/carers
- Clarify how charges will be determined, so parents and carers understand why requests for payment are sometimes made for some activities

**ACTIVITIES WITHOUT CHARGE**

There will be no charge for the following activities:

- Education provided wholly or mostly during school hours. This includes the supply of any materials, books, instruments, other equipment and also transport provided in school hours to carry pupils between school and an activity
- Education provided outside of school hours if it is part of the National Curriculum or part of a syllabus for a prescribed public examination, which the pupil is being prepared for at the school, or part of religious education.
- Instrumental and vocal tuition which is part of the National Curriculum or 'Wider Opportunities' programme.
- Entry for a prescribed public examination (including resits), provided that a pupil has been prepared for it at the school.

**VOLUNTARY CONTRIBUTIONS**

We aim for all children to go on an educational visit, or welcome an educational visitor, at least once every half term. When organising school trips or visits to enrich the curriculum and the educational experience of the children, the school invites parents and carers to contribute to the cost. All contributions are voluntary. However, if we do not receive sufficient voluntary contributions, we may need to cancel a trip. If a trip goes ahead, it will include children whose parents or carers have not paid any contribution - we do not treat these children differently from any others.

If a parent wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit. Parents and carers have a right to know how each trip is funded, and the school provides this information on request.

## **CHARGEABLE ACTIVITIES**

The school may charge for education or activities involving:

- education provided outside of school time that is not:
  - a) part of the national curriculum;
  - b) part of a syllabus for a prescribed public examination that the pupil is being prepared for at the school; or
  - c) part of religious education.
- examination entry fee(s) if the registered pupil has not been prepared for the examination(s) at the school;
- transport (other than transport that is required to take the pupil to school or to other premises where the local authority/governing body have arranged for the pupil to be provided with education);
- board and lodging for a pupil on a residential visit;
- extended day services offered to pupils (for example breakfast club, after-school clubs, tea and supervised homework sessions).

In calculating the cost of optional extras an amount may be included in relation to:

- any materials, books, instruments, or equipment provided in connection with the optional extra;
- the cost of buildings and accommodation;
- non-teaching staff;
- teaching staff engaged under contracts for services purely to provide an optional extra; this includes supply teachers engaged specifically to provide the optional extra; and the cost, or an appropriate proportion of the costs, for teaching staff employed to provide tuition

## **RESIDENTIAL VISITS**

If the school organises a residential visit in school time, or mainly in school time, which is to provide education directly related to the National Curriculum, we do not make any charge for the education or travel expenses. However, we do suggest a charge to cover the costs of board and lodging, although parents and carers who receive state benefits should enquire about support available. If we cannot raise sufficient funding through these voluntary contributions, the visit may have to be cancelled, and that aspect of the curriculum would have to be covered in other ways.

## **'SCHOOL JOURNEY'**

Every year the school organises a residential trip for the children in Years 5 and 6. As this takes part over a weekend, the cost of the trip is determined by the activity centre we are visiting. The total cost will include:

- Board and lodging

- All meals
- Activities and evening entertainment
- Travel to and from the venue

As this price is set by the activity centre, the full cost of the trip must be covered in order for children to attend. Parents will be informed of the cost at the outset of booking and will be offered a wide range of payment plans in order to spread the cost. Parents are encouraged to speak to the school directly if they have any enquiries relating to spreading costs or about financial support available, particularly if they are in receipt of state benefits.

### **MUSIC TUITION**

All children study music as part of the normal school curriculum. We do not charge for this.

There is a charge for individual or small-group music tuition, since this is an additional curriculum activity, and not part of the National Curriculum. These individual or small-group lessons are taught by peripatetic music teachers. We make a charge for these lessons, but parents and carers in receipt of state benefits may be entitled to a 50% discount - this application must be made through the Camden Music Service. We give parents and carers information about additional music tuition at the start of each academic year.

Children in Key Stage 2 have the chance to take part in 'wider opportunity' music lessons, which allow them to learn a musical instrument free of charge. As this whole-class tuition takes place entirely in school time, there is no charge for this activity.

### **SWIMMING**

The school organises swimming lessons for all children in Key Stage 2. These take place in school time and are part of the National Curriculum. Therefore, we make no charge for this activity. We inform parents and carers when these lessons are to take place and any questions or issues can be discussed further with the class teacher.

### **AFTER-SCHOOL CLUBS**

Christ Church offers a range of extra-curricular clubs to the children, which take place after school hours. As a result, there will be a small charge for attendance at these clubs to cover the costs of adult supervision and any resources which may be required. If you would like more information about the costs associated with a club, please speak to the school office.

## **REMISSIONS POLICY**

There will be no charge for board and lodgings on residential trips for pupils whose parents/guardians are receiving certain state benefits. Parents should enquire at the school office if they think this might apply to them. Charges for other 'chargeable activities' may also be partially or fully remitted. Details of any remission arrangements will be made clear when parents are informed of charges for individual activities.

## **MONITORING AND REVIEW**

This policy is monitored by the governing body, and will be reviewed every two years, or earlier if necessary.