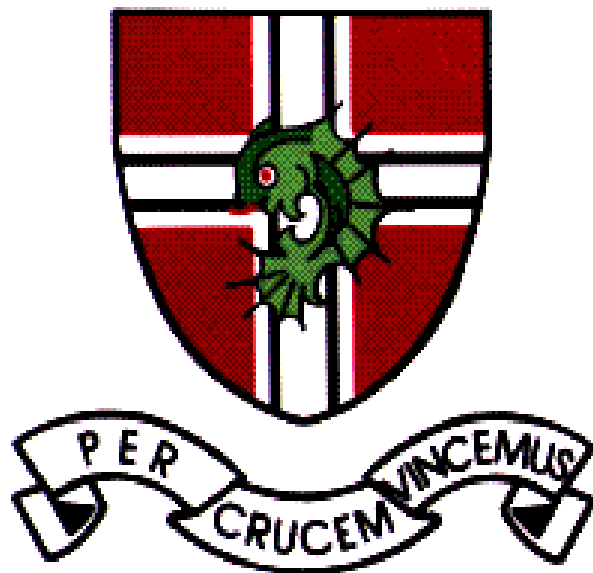


St John Fisher Catholic High School



Charging and Remission Policy

December 2013

The policy of the Governors is as follows:

To levy, except where pupils are entitled to statutory remission, a charge for all board and lodging costs on residential visits. To request voluntary contributions from parents for school activities in or outside of school time for which compulsory charges cannot be levied but which can only be provided if there is sufficient voluntary funding, whilst ensuring that no pupil is excluded from such activity by reason of inability or an unwillingness to make a voluntary contribution.

When the school informs parents about a forthcoming visit, they should make it clear that parents who can prove they are in receipt of the following benefits will be exempt from paying the cost of board and lodging which will be met from School funds:

- Universal Credit
- Income Support (IS)
- Income Based Jobseekers Allowance (IBJSA)
- Support under Part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, provided that Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed the statutory limits
- The guarantee element of State Pension Credit
- Employment and Support allowance

To levy no charge for examination entries except where:

- the school has not prepared pupils for the examination in the academic year in which entry is made;
- a dual entry is proposed;
- a pupil has failed, for no good reason, to complete the requirements of the examination or to attend for it;

To levy no charge in respect of books, materials, equipment, instruments or incidental transport provided in connection with the National Curriculum, statutory Religious Education or in preparation for prescribed public examinations or courses taught in the school, except where parents have indicated in advance they wish to make a purchase.

To seek payment from parents for the cost of any replacement or repair cost of any book, instrument, fitting, fixture or other article damaged or lost through deliberate or careless behaviour of a pupil.

Subject to the provision of the Data protection Act the Governing Body has approved a charge of no more than £20 as costs for photocopying a pupil's school records should parents request to have sight of these.

Music lessons may be charged for if the teaching is not an essential part of the National Curriculum or a public examination syllabus being followed by the pupils.

The school will always act in accordance with guidance provided by the Department for Education (DFE) and in force at the time.

Equality Impact Assessment -

| | |
|----------------------------------|--------------------------------|
| School | St John Fisher |
| Date | December 2013 |
| Lead member of staff | K Higgins - Headteacher |
| Other involved staff/role | |

Proposed Plan

Background/ how this proposal has come about

Reason for proposal – to introduce new practice/provision
to change or reduce practice/provision
to remove practice/provision

Main stakeholders

Any legislation or guidance that informs the proposals

Review and update of current policy.

Is the proposal likely to have an adverse impact on compliance with the Equality Duty?

Eliminating unlawful discrimination, harassment and victimisation **N**

Promoting equality of opportunity **N**

Fostering good relations **N**

Please explain

The intention of the policy is to support the school's efforts to comply with current legislation.

Consultation Process

With whom do you plan to consult?

How?

Where is the evidence of the consultation?

Full Governing Body

Notes of meeting

| |
|--|
| |
|--|

Potential Issues

| Characteristic | Impact of proposal (specify if impact is to pupil, parent/carers, staff, governor, other) | Positive Negative Neutral | Can barrier be removed? Y/N |
|-----------------------------|--|--|--|
| Disability | Proposals are geared to supporting families in this category. | Positive | |
| Race | | Neutral | |
| Sex | | Neutral | |
| Gender reassignment | | Neutral | |
| Pregnancy, maternity | | Neutral | |
| Religion/belief | | Neutral | |
| Sexual orientation | | Neutral | |
| Marriage, civil partnership | | Neutral | |
| Age | | Neutral | |

Explain in more detail

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