

# St Moninna's Primary School and Nursery Unit



## Charging & Remissions Policy

*Ag foghlaim agus ag fás le grá*

*Learning and growing with love*

Agreed by Governors	
Review Date	
Principal	
Chair of Governors	

## **The Board of Governors of St. Moninna's PS Cloughoge**

- Recognises the right to a free education for all pupils in this school.
- Recognises activities organised mainly during normal teaching time are made available to all pupils, regardless of the ability or willingness of their parents to meet the cost.
- Requires parents to pay charges for children on residential trips.
- Maintains the right to invite voluntary contributions for the benefit of the school.
- Recognises there is no statutory obligation on the Board of Governors to make any charge for any form of education or related activity.

### **1. Introduction**

1.1 All education during school hours is free with the exception of individual or group music tuition (See 4 below). We do not charge for any activity undertaken during school hours as part of the Northern Ireland Curriculum.

### **2. School trips/visits and activities during school time - voluntary contributions**

2.1 When organising school activities, trips or visits which enrich the curriculum and educational experience of the children, the school invites parents/carers to contribute to the cost. All contributions are voluntary. If sufficient voluntary contributions are not made a proposed event would be cancelled unless school is able to cover the shortfall arising from parents/carers unwilling or unable to make a voluntary contribution. If the event does proceed each child would be allowed to participate fully without discrimination irrespective of contribution circumstances.

2.2 Parents/Carers have a right to know how each individual trip is funded. The school provides this information on request.

2.3 The following is a list of additional activities sometimes organized by the school, which require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums;
- sporting activities – sometimes involving transport expenses;
- outdoor adventure activities;
- visits to the theatre or theatre groups visiting the school;
- musical events, cinema visits;

2.4 Parents/Carers will be given reasonable advanced notice of proposed visits/activities. Staged payments may be arranged where contributions are significant.

### **3. Residential visits - Charges**

3.1 Parents/Carers will be given advanced notice of proposed residential visit opportunities together with an early indication of charges and voluntary contribution requests and staged payments may be arranged where contributions are significant.

### **4. Music tuition**

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

4.2 Visiting music teachers offer individual or small group music tuition at the school which is additional to the Northern Ireland Curriculum. We give parents information about availability of this facility at the start of each academic year and a charge is made for these lessons.

## **5. Swimming**

5.1 The school organises swimming lessons for all children in Year 5 - 7. These take place in school time and are part of the Northern Ireland Curriculum. A contribution will be requested towards the cost of transport.

## **6. Out of School clubs and activities**

6.1 The school offers a range of out-of-school clubs – and reserves the right to charge for such sessions to cover the cost of provision where those activities are not directly aimed at providing educational benefit to targeted pupils. Many of the out of school clubs will result in a private arrangement between the parent and provider. Before and after school care is provided at a nominal cost for parents wishing to avail of this service.

## **7. Transport to Extra-Curricular Activities**

7.1 Parents/Carers may be charged to cover the transport expenses associated with of the trip an extra-curricular activity. Charges for transport will be strictly based on covering actual costs (as defined in legislation) with no profit element.

## **8. Loss of/ Damage to School Property**

8.1 The Board of Governors reserves the right to ask parents/carers to meet the costs of repair/replacement of school property lost or damaged as a result of a pupil's misbehaviour. The principal will write to parents/carers requesting the amount to be paid to the school, approved by the Chair of Governors.

## **10. Hire of School Premises**

10.1 The Board of Governors may request payment for the use of school premises outside of school hours. This will be to cover cost of heat, light and caretaking.

## **Prohibited Fees and Charges**

- Admission of a pupil to our school.
- Education during school hours (excluding individual tuition in the playing of a musical instrument).
- Material books, instruments or other equipment for use in connection with education.

*Covid 19 has led to cancellation of all out of school activities and also before and after school clubs. Swimming and individual music tuition during school time has also been cancelled for 2020-21.*

## **Monitoring, Review and Evaluation of this Policy**

This policy will be reviewed in line with our 3 year cycle of policy reviews / when changes in policy are required. Any changes in provision or policy will be relayed appropriately. The review process will be assisted by feedback from teachers, parents, governors, outside agencies and pupils.