



## Charging and Remissions Policy



The Bishop Wilkinson Catholic Education Trust is an exempt charity. It is a company limited by guarantee registered in England and Wales under company registration number 07890590. Registered office address: Cardinal Hume Catholic School, Old Durham Rd, Gateshead NE9 6RZ

## **Our Vision**

All individuals are children of God, created equally in his image to share in an eternal future. We promise to play our part in their education and formation.

## **Our Mission**

We promise to meet the academic, moral, physical, social and spiritual needs of all students so that they may take their place as caring, committed, self-aware and self-confident adult members of society.

## **Our Aims**

In striving to create the school climate, which will nurture this mission, the school aims:

- To offer to all students a broad, balanced, appropriate, relevant and flexible curriculum.
- To develop as an integral part of the local Catholic community and encourage close links with home, parishes and primary schools.
- To develop as a worshipping community, in which prayer and liturgy are encouraged as part of faith development.
- To encourage all members of our school community: students, parents, staff and governors to follow the example of Christ in their daily work and relationships; to treat one another with justice, dignity, tolerance and respect and to be aware of and respond to each other's needs, hopes and aspirations. To provide and maintain an attractive, happy and secure school environment.

## **Professional Requirements of Staff**

In the light of our mission statement:

All members of staff have a professional responsibility to meet the academic, moral, social and spiritual needs of all students.

To enable this to happen:

- We will strive to provide an excellent teaching and learning experience for all students. • We will encourage students to come to a fuller understanding of the difference between right and wrong. To be good citizens of the school community the students have to follow school rules, which are enforced by every staff member.
- The students will be given every opportunity to develop healthy lifestyles inside and outside the curriculum time. The school has a responsibility to encourage healthy eating and exercise during the school day.
- The Gospel values of respect and value for others will be made explicit to all students in their interaction with every member of the community. All members of the community have a responsibility to live out Gospel values in their work relationships.
- Opportunities will be provided for all community members to develop spiritually. The growth of the whole person must be implicit in the ethos of the school.

## Governors' Charging and Remissions Policy

### **Introduction**

The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs, trips and residential experiences can make towards the 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 activities.

### **Charges**

The Governing Body RESERVES THE RIGHT to make a charge in the following circumstances for activities organised by the school:

#### **A. EDUCATION DURING SCHOOL HOURS**

1. **Board and Lodgings**

The Board and Lodgings elements of residential activities deemed to take place within school hours.

2. **Individual Instrumental Tuition**

The cost to the pupil for providing individual instrumental tuition.

3. **Examination Fees**

The Governing Body may make a charge for the cost of entering the pupil for examination where the pupil has not been prepared for the prescribed examination by the school, as they may for entries to non-prescribed examinations whether or not prepared by the school. If the pupil fails, without good reason, to complete the examination requirements for any public examination for which the school has paid (or is liable to pay) any fee, then the Governing Body may recover the fee from the parent.

4. **Charging in Kind**

The Governing Body may charge for ingredients and materials for some subjects, or require them to be provided, if the parents have indicated in advance that they wish to own the finished product.

#### **B. EDUCATION OUTSIDE SCHOOL HOURS**

1. **Board and Lodgings**

The Board and Lodgings elements of activities that are provided: (a) to fulfil any requirements specified in the syllabus for a prescribed public examination, or (b) specifically to fulfil statutory duties relating to the National Curriculum, or (c) specifically to fulfil statutory duties relating to religious education.

2. **Optional Extras**

The full cost to each pupil for activities deemed to be optional extras taking place outside school hours

#### **C. GENERAL**

1. **Amendments**

The Governing Body may from time to time amend the categories of activity for which a charge may be made.

2. **Voluntary Contributions**

Nothing in this policy statement precludes the Governing Body from inviting parents to make voluntary contributions towards the cost of providing education for pupils.

## **REMISSIONS**

1. **Universal Credit (or any other benefit to be replaced by Universal Credit)**

Where the parents of a pupil are in receipt of Universal Credit (or any other benefit to be replaced by Universal Credit), the Governing Body will remit in full the cost of board and lodgings for any residential activity that is organised for the pupil if the activity is deemed to take place during school hours, or where it is provided to fulfil the requirements of a prescribed public examination, the National Curriculum or statutory duties relating to religious education.

2. **Family Hardship**

Where there are cases of family hardship which make it difficult for pupils to take part in particular activities for which a charge is made, the Governing Body may remit all or part of this charge at the discretion of the Head Teacher.

**Approved: November 2023**  
**Next Review Date: November 2024**