

Whickham Parochial C of E Primary School



Charging and Remissions Policy

'Let your light shine before people, that they may see the good things you do and praise your Father in Heaven.'

Matthew 5:16

Mission Statement

At our Parochial school we aim to provide a stimulating and caring environment with Christianity at the heart of all we do, in which every child has the opportunity to let their light shine - for themselves, for their community and for the world.

Aims

At Whickham Parochial we believe that every child is entitled to enjoy their childhood, celebrate their individuality and reach their full potential. We aim to do this through:

- Creating a caring school family living by Christian values.
- Celebrating everyone's strengths and efforts.
- Valuing the opportunities we have to contribute to our community and the wider world.
- Offering wide ranging, quality experiences that stimulate children's minds.
- Encouraging respect for others, positive behaviour and good manners, enabling all children to feel secure and valued.
- Building strong links between school, home and church.
- Preparing children for future challenges in a changing world.

We wish every child to take with them happy memories of Whickham Parochial into their future life.



Safeguarding Statement

At Whickham Parochial Church of England Primary School we respect and value all children and are committed to providing a caring, friendly and safe environment for all our pupils so they can learn, in a relaxed and secure atmosphere. We believe every pupil should be able to participate in all school activities in an enjoyable and safe environment and be protected from harm. This is the responsibility of every adult employed by, or invited to deliver services, at Whickham Parochial Church of England Primary School. We recognise our responsibility to safeguard all who access school and promote the welfare of all our pupils by protecting them from physical, sexual and emotional abuse, neglect and bullying.

Overview and Purpose

Whickham Parochial Church of England Primary School endorses the principles of the Education Act (2011, 1988) in maintaining the right to free education for all children. The act allows us to request voluntary contributions to broaden children's educational experience.

In providing activities which take place during the school day the school may have to meet additional expenses, for example specialist groups working with children in school or additional equipment and resources which need to be purchased. The school reserves the right to ask parents for voluntary contributions for any activity organised by the school which takes place, wholly or mainly (50% or more) during normal teaching time.

Such enriching activities are an important aspect in supporting the curriculum. Non-contribution would not prejudice a pupil's place. However, there may be cases where unless most parents were prepared to contribute, the school may have to cancel the activity such as educational visits or residential.

Any parents or legal guardians who are experiencing financial difficulty are encouraged to approach the school where we will seek to find assistance with the charges such as a weekly payment card to spread the cost. Any family who are in receipt of school meals will not be asked for a contribution. Governors reserve the right to judge cases of exceptional circumstance, but a nominal contribution would still be expected. Voluntary contributions will, in all circumstances, be invited through individual letters to parents. Any school organised activity which takes place mainly (more than 50%) outside of school time will be charged for in such a way as to meet the entire costs of the activity.

School Clubs

Clubs which take place on school premises but are run by external providers will set their own charges. Any queries regarding these activities must be taken up with the external providers and not with school.

Breakages

The school will cover accidental breakages of school property. Deliberate or wilful acts which result in breakage or damage to school property will be charged for at a rate appropriate to replacement costs.



Other Charges

Dinner Monies: Timely payment of dinner monies should be made in line with school's schedule. The school budget already subsidises each cooked meal served in our school, but we are unable to subsidise further than this. Therefore, except in very exceptional circumstances, we will not continue to provide meals once dinner money debt has gone beyond £30. Where there is a change of home circumstances and pupils become entitled to free school meals, it is the responsibility of the parents to inform school as soon as possible to avoid overpaying money. In cases where payment has already been received for and a subsequent new claim for free school meals is backdated, school will only reimburse one week's worth of payments.

Staff Overpayments

Wherever a salary or expenses overpayment has occurred, the Governing Body will decide on a case-by-case basis whether recovery of the overpayment will be sought.

The Head Teacher (Mrs Rachel Walton), or the Chair of Governors (Mrs Lorraine Ferguson) may levy charges for miscellaneous services up to the cost of providing services, e.g. for printing / providing a copy of a report/ policy.

The school charging policy will be subject to change if there are new DFE or Gateshead directives.

Headteacher	Mrs Rachel Walton
Chair of Governors	Mrs Lorraine Ferguson
Date of Approval	September 2025
Date of Review	September 2026

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Let your light shine!

