



# Charging Policy

<b>Date Approved By Governing Body</b>	28/4/2022
<b>Review Date</b>	28/4/2024
<b>Signed (Chair of Governors)</b>	
<b>Signed (Headteacher)</b>	

## **Introduction**

On many occasions during the educational year, educational visits will be organised and educational performances will visit the school to educate and entertain the children.

Such visits or performances will often be relevant to a particular age group with the aim of reinforcing a theme or topic within the classroom. Educational visits broaden the curriculum and give meaning and purpose to their studies and thereby stimulate their interest and fire their imagination. Educational visits help encourage and develop social skills and build self-respect among individuals. We believe that they have a valuable contribution in promoting lifelong learning among our pupils.

Due to pupil numbers, the school cannot pay for the educational visits; therefore we will be asking for voluntary contributions from the parents.

A child will not be prevented from participating in an educational visit because he or she is unable to pay. Nevertheless, the voluntary contributions have to be sufficient to ensure that the visit takes place.

It is important to note that Government legislation states that a visit should not take place if not all pupils are able to go because some are unable to pay. If any parent is struggling with the cost of a visit then the problem should be discussed with the Headteacher. Any residential visits can be paid for in instalments and similar arrangements can be made in other circumstances if required.

The cost of any visit includes travel, transport, entry and insurance. Information about any visit is sent to parents and a consent form will have to be completed.

The Governing Body has adopted the Authority's Policy on Charging for School Activities.

The School charges for the following:

- Food and accommodation on residential visits that take place mainly outside school hours;
- Instruction in a musical instrument that doesn't meet the requirements of the National Curriculum;

- Activities that take place outside school hours and that are not related to the National Curriculum or religious education;
- The cost of anything that is damaged and school property that is lost or destroyed.
- Voluntary contributions may be requested towards the cost of trips that take place mainly within school hours. No pupil is excluded because he or she is unable to pay but the school is entitled to postpone the activity if the level of contributions is not sufficient to meet budgetary requirements.

The School does not charge for:

- Food and accommodation for educational activities that take place within school hours or within the National Curriculum Programme of Study in Education centres such as: Cardiff and Glan-llyn, but it will offer this to pupils who are entitled to remission for one trip per educational year.

The pupils entitled to a reduction are those pupils whose parents are in receipt of income support, family credit, income-based allowance or disability working allowance. This meets the minimum statutory requirements of the 1996 Act.

### **VOLUNTARY CONTRIBUTIONS:**

1. Voluntary contributions may be requested from parents towards the cost of any school activity.
2. Any request for a voluntary contribution will outline:
  - \* that there is no obligation to pay
  - \* that pupils will receive equal treatment, even if no contribution has been received
  - \* the necessary contribution from each pupil to ensure that the activity takes place
  - \* the implications of cancelling the activity if insufficient contributions have been received
3. If the cost of an activity were fairly significant or if the school had to pay a deposit to ensure that the activity takes place, a deposit may be requested from parents. This will usually be 10% of the cost of the activity. This sum would be refunded to parents if the activity were cancelled by the school or the provider. No refund can be offered for other reasons.