



# Ysgol Gymraeg Dewi Sant

## Charging and Remissions Policy

February 2025

## **CHARGING AND REMISSIONS POLICY**

The following code of practice has been drawn up in accordance with the requirements of the Education Reform Act 1988 and covers the circumstances in which pupils will be charged for activities organised by the school.

### **Visits**

No charge will be made for visits within school hours (see Appendix) but the school may ask for voluntary contributions to defray the cost of admission fees, transport, etc.

Children will not be prevented from taking part in a visit because of an inability to contribute.

If there are insufficient voluntary contributions it will be made clear that the visit may not take place.

When pupils take part in a residential visit deemed to be in school hours, charges will be made for travel and board and lodging costs. Charges will not exceed the actual costs.

Parents in receipt of family credit or income support can apply for board and lodging charges to be remitted. However, voluntary contributions may be made.

### **Materials used by pupils**

The school will make no charge for materials, however a voluntary contribution may be sought.

### **Music Lessons**

Peripatetic music lessons will be charged to the pupil to cover the cost of provision. Parental agreement will be sought in advance of charging for tuition.

### **Team Games**

No charge will be made to pupils for travel expenses to away games. Voluntary contributions from parents towards the cost are welcomed.

### **Replacement of School Property**

The replacement cost of lost or damaged items of school property may be charged to the pupils when this is a result of the pupil's behaviour.

### **Activities organised by Third Parties**

While the school may pass information from third parties to parents it will not accept liability for these events.

### **Additional Costs**

The governors retain the right to request that parents pay for the cost of willful damage or loss of property caused by their child.

The school may also request a charge to cover the cost of a pupil joining a club or organisation e.g. the Urdd if attendance incurs costs.

### **Voluntary contributions**

The school is permitted to ask for voluntary contributions for activities planned in addition to the usual curriculum and in order to provide a daily healthy snack. Wherever possible reasonable notice will be given in advance of a request for donations.

However, requests to parents must state that there is no legal obligation to provide the donation and no pupils will be excluded based on the parents' inability or reluctance to pay.

It is the policy of Ysgol Gymraeg Dewi Sant to subsidise certain activities, from the school fund, PTA or from the school's budget where possible. However, where an activity is dependent on a sufficient level of voluntary contributions, the school has the right to cancel the activity, if insufficient financial support is received.

### **Non-Payment**

Parents who are able to show evidence that they are in receipt of the following benefits may be exempt from paying the costs of food and accommodation on residential trips:

Income support

Job seekers' allowance

Any benefit which allows tax credit, family tax credit, employment allowance or income support.

The charges outlined in this policy, in exceptional circumstances, may be remitted in whole or in part at the discretion of the Head Teacher.

The school retains the right to make discretionary charges when deemed appropriate. These will be decided by the Head Teacher and will cover costs as a minimum requirement.

The Head teacher and the Governors are responsible for monitoring and evaluating the effectiveness of the policy and will adapt it if required.

A copy of this document is available to all staff and a statement is included in the school prospectus.

### **Appendix**

The Education Reform Act 1988 distinguishes between visits which take place mainly during school hours and are referred to as "school visits" and those which take place mainly out of school time and are referred to as "optional extras". A "school visit" is one in which fifty per cent or more of its total duration, including travelling time, falls within the school day excluding lunch break. For "school visits" of more than one day there is an extended definition.