



City and County of Swansea  
Dinas A Sir Abertawe

# WAUNARLWYDD PRIMARY SCHOOL



## Charging Policy



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*"We have a right to learn"*

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INVESTOR IN PEOPLE

**Waunarlwydd Primary School  
Ysgol Gynradd Waunarlwydd**

## **City and County of Swansea Policy on Charges and Remissions for Schools**

In accordance with statutory requirements, the LEA must have a remissions policy to assist eligible pupils in their attendance on school visits/activities which are curriculum related.

### **Residential School Trips**

A charge will be made for accommodation and food costs for any residential school trip involving an overnight stay which is arranged for registered pupils at any maintained school, by or on behalf of, the governing body or the LA. The charge will be the actual cost of provision for the pupil concerned or any lesser charge as may from time to time be determined by the LA. Schools are legally required to have in place a policy for the complete remission of any charges that would otherwise be payable in respect of accommodation and food provided for certain pupils on residential trips.

### **Eligibility for remission**

Parents in receipt of the following benefits are entitled to remission of charges for any agreed residential school course or camp. The residential course must be a necessary part of the National Curriculum or agreed syllabus for RE or form part of the syllabus for a prescribed examination for which the school is preparing the pupil.

- Income Support
- Income Based Job Seekers Allowance
- Support under part VI of the Immigration and Asylum Act 1999

Child Tax Credit, provided the parent is not entitled to Working Tax Credit and their annual income does not exceed £13,910

### **Optional Out of School Activities**

A charge may be made for optional activities arranged by the school/LEA which take place outside school hours, where the activities are not a necessary part of the National Curriculum or agreed syllabus for RE and do

not form part of the syllabus for a prescribed examination for which the school is preparing the pupil.

The charge made will be the actual cost of the activity, including any necessary costs of supervision, divided by the number of participating pupils, or a smaller amount as may be determined.

### **Voluntary Contributions.**

Head Teachers or governing bodies may ask parents for a voluntary contribution towards the cost of:

- Any activity which takes place during school hours
- School equipment
- School funds generally

Voluntary contributions in cash or in kind may be made by parents, on the clear understanding that willingness to contribute by an individual parent shall not be taken into consideration when giving pupils access to school visits/activities.

The contribution must be genuinely voluntary and the pupils and parents who are unable, or unwilling to contribute must not be discriminated against. It can be made clear to parents that the activity may need to be cancelled if there are not enough voluntary contributions and there is no way to make up the short fall.

### **Incidental Transport**

Where a pupil travels from home to a sanctioned activity, not provided by the LEA or school (e.g. for work experience), the parent will be required to pay the costs of transport in full where the activity is less than 3 miles from home. The LEA will cover the cost of school transport where the activity is in excess of three miles from the pupil's home.

For further information on school transport please see the LEA's Home to School Transport policy.

### **Public Examinations**

The cost of entering a pupil for public examinations will be charged to the parent only if

- the exam is not one prescribed
- where the school has not prepared the candidate for that entry.
- a pupil misses a public examination for which he/she has been entered without a valid medical reason.

### **Music Tuition**

The cost of tuition in playing a musical instrument for an individual or group of four pupils or less, will be charged to the parent if it the tuition does not form part of the syllabus for a prescribed public examination or is required by the National Curriculum.

### **Ingredients/materials**

A charge may be made for ingredients/materials for practical subjects where parents indicate that they or the child wish to own the finished product.

### **Damage to equipment**

Parents may be asked to contribute towards damage to or loss of equipment caused by pupil's behaviour.

Nov 2019