

Ysgol Gynradd **MAESYBRYN** Primary School

## **CHARGING AND REMISSION POLICY**



**2023-2025**

Policy Updated: October 2023  
Policy adopted by GB: Autumn Term 2 Meeting 2023  
Policy Review Date: **October 2025**

<b>TITLE</b>	<b>NAME</b>	<b>SIGNED</b>	<b>DATE</b>
<b>Acting Headteacher</b>	Rachel Williams	R. Williams	17/10/23
<b>Chair of Governors</b>	Jeff Fish	J. Fish	17/10/23

<b>This Policy is a</b>	School Plan using LA & WG guidance
<b>This policy is a</b>	Statutory Policy
<b>Policy / Document Leader</b>	Rachel Williams
<b>Link Governor</b>	Jeff Fish
<b>Key Personnel in Policy</b>	Headteacher , Governing Body
<b>Published / located</b>	School website, school office
<b>Aims of Policy</b>	
<ul style="list-style-type: none"> <li>To outline the policy and provision for charging and remission by the school.</li> </ul>	
<b>Review date</b>	October 2023
<b>Next review date</b>	October 2025
<b>Reviewed by</b>	Policy Committee

The Governing Body of Maesybryn Primary School recognises the valuable contribution that a wide range of additional activities and experiences can make towards pupils' personal and social education. The Governing Body of the school aim to promote and provide such activities, both as part of a broad and balanced curriculum for the pupils in the schools, and as additional optional activities.

All education during school hours is free. We do not charge for any activity undertaken as part of the National Curriculum with the exception of individual or group music tuition.

## **VOLUNTARY CONTRIBUTIONS**

When organising school trips, visiting agencies, events or visits\* which enrich the curriculum and educational experience of the children, the school invites parents to contribute to the cost of the trip / event. All contributions are voluntary. Parents are able to pay for trips and visits in instalments. If we do not receive sufficient voluntary contributions, we may cancel a trip / visit. If a trip goes ahead, it may include children whose parents have not paid any contribution. We do not treat these children differently from any others. Sometimes, the school pays additional costs in order to support the visit. Parents have a right to know how each trip is funded. The school provides this information on request.

The following is a list of additional activities organised by the school, which require voluntary contributions from parents. This list is not exhaustive:

- Visits
- Outdoor adventure activities
- Some clubs
- Musical events

\*excluding residential

## **RESIDENTIAL VISITS**

If the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the National Curriculum, we request a voluntary contribution for the education board and lodging and travel expenses. Children in receipt of free meals will be exempt from paying the full amount of the residential trip.

## **MUSIC TUITION**

All children study music as part of the normal school curriculum. There is a charge for individual or group music tuition if this is not part of the National Curriculum. The peripatetic music teachers teach individual or small group lessons. RCT Music Service make a charge for these lessons. We give parents information about additional music tuition at the end of each academic year in readiness for the forthcoming academic year. Lessons are provided for Year 2 to Year 6.

## **SWIMMING**

The school organises swimming lessons for all children in Year 3 to Year 6. These take place in school time and are part of the National Curriculum. We inform parents when these lessons are to take place, and we ask parents for written permission for their child to take part in swimming lessons. School may choose to seek parental contributions towards the additional indirect costs associated with this activity, including transport costs. Any such contribution towards these costs is voluntary and will not be enforced. Furthermore, pupils will not be excluded from taking part in swimming lessons simply because their parents choose not to contribute towards any additional costs.

## **PHOTOGRAPHS**

Parents have the option to purchase school photographs. Payment is collected by the school and all banking and administration is undertaken by the company taking the photographs. The school receives a commission which is put in to the school budget and used to purchase additional resources for the school.

## **AFTER SCHOOL CLUBS**

The school offers additional activities after school. Most of these activities are run on a voluntary basis by staff or parents and are provided without charge. There may be occasions where a voluntary contribution is needed to cover additional activities which are provided by external agencies. After School Clubs offered by local companies, will levy their own charges paid directly to them.

## **LOST OR DAMAGED PROPERTY**

Parents may be asked to pay the replacement costs of any school property or equipment which is lost or damaged by a pupil.

## **EQUAL OPPORTUNITIES**

We do not discriminate (either directly or indirectly) against anyone on the grounds of their gender, race, ethnic origin, religion, ability, disability, sexuality or any aspect of their social/cultural background.

Furthermore, the school community is committed to countering all forms of racial prejudice and discrimination. All procedures are designed to promote equality and diversity.

### **Monitoring and review**

This policy is monitored by the governing body, and will be reviewed every two years, or earlier if necessary.

This policy will be reviewed Autumn Term 2025

