



Pen yfro Primary School

Charging and Remissions Policy



Introduction

The Governing Body of Pen yfro Primary School recognises the valuable contribution that the wide range of additional activities, including trips, clubs and residential visits can make towards pupils' education. The Governing Body seeks to promote and provide such activities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities. This policy has been drawn up in accordance with Sections 449-462 of The Education Act 1996 which sets out the law regarding what charges can and cannot be made for activities in schools maintained by local authorities.

All education during school hours is free. We do not charge for any activity undertaken as part of the Curriculum for Wales.

Voluntary Contributions

When organising school trips or visits that enrich the curriculum and educational experience of the children, the school invites parents and carers to contribute to the cost of the trip. All contributions are voluntary. If we do not receive sufficient voluntary contributions, we may cancel a trip. 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.

If a parent or carer wishes their child to take part in a school trip or event, but is unwilling or unable to make a voluntary contribution, we do allow the child to participate fully in the trip or activity. Sometimes the school pays additional costs in order to support the visit.

The following is a list of additional activities organised by the school, which may require voluntary contributions from parents. These activities are known as 'optional extras'. This list is not exhaustive:

- visits to museums, castles etc
- outdoor adventure activities;
- visits to the theatre, art galleries etc
- musical events.
- transport by coach to an extra-curricular activity or event

Where a child participates in a "cooking" activity, parents and carers may be asked to make a voluntary contribution, on the understanding that the finished products are taken home at the end of the school day.

Residential visits

When the school organises a residential visit in school time or mainly school time, which is to provide education directly related to the Curriculum for Wales, we do not make any charge for the education expense. However, we do make a charge to cover the costs of board and lodging.

Remissions

Parents or carers who are in receipt of the following benefits may be exempt from paying the cost of board and lodging of a residential trip:

- a. Income Support,
- b. Income Based Jobseeker's Allowance;
- c. in receipt of any other benefit or allowance, or entitled to any tax credit under the Tax Credits Act 2002 or element of such a tax credit, as may be prescribed by regulations from time to time for any period wholly or partly comprised in the time spent on the trip. Currently the following are prescribed: Charging & Remissions for School Activities Policy 5 support under Part 6 of the Immigration and Asylum Act 1999; Child Tax Credit, providing Working Tax Credit is not also received and the family's income (as assessed by Her Majesty's Revenue and Customs) does not exceed £16,190 (for 2011/12) (i.e. children who are eligible to receive free school meals; Income Related Employment and Support Allowance. d. Guarantee element of the State Pension Credit.

The Governing Body may wish to remit in full or in part, the cost of other activities for parents or carers in certain circumstances.

Breakages and Damage

Where a pupil's behaviour results in damage to school property or equipment, parents may be asked to pay for the necessary repair or replacement. Each incident will be dealt with on its own merit and at the schools discretion.

Music Tuition

The peripatetic music teachers teach individual, small group and whole class lessons. There is no charge for these lessons. We give parents information about additional music tuition at the start of each academic year.

Swimming

The school organises swimming lessons. These take place in school time. We make no charge for this activity. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part.

Sporting Activities

The school offers additional coaching and sports clubs after school. Members of school staff run and organise these sessions. We do not make any charge for these sessions.

Policy reviewed by Governing Body
May 2026