

CHARGING POLICY

INTRODUCTION

All education during school hours at Swiss Valley Community Primary Primary School is free. We do not charge for any activity undertaken as part of the National Curriculum.

The Requirements of The Education Act, 1996 Section 457 of the Education Act, 1996, requires the Governing Body of any Council maintained school to adopt a policy on charging and remission arrangements for school activities.

Principal circumstances in which charging is permissible under the Education Act, 1996 are:

- Board and Lodging on residential visits
- Activities, which take place wholly, or mainly outside school hours (as defined in Welsh Office Circular 4/89), but which are not provided as part of the syllabus for prescribed public examinations and are not required in order to fulfil statutory duties related to the National Curriculum e.g. clubs provided by external partners – Mad Science
- The cost of entering a pupil for a public examination not prescribed in regulations, and for preparing the pupil for such an examination outside school hours) Re-sits of prescribed public examinations when no further preparation has been provided by the school.

Main Principles of our Charging Policy

The Governing Body shall levy charges on parents up to the limit specified in the Education Act, 1996, as described in Welsh Office Circular 4/89.

Where charging for activities is not possible under the Education Act, 1996, the school will invite voluntary contributions from parents both for specific activities and for a general school fund in order to support those activities (Education Act 1996, Section 460).

Where parents are unable or unwilling to contribute on a voluntary basis to activities taking place wholly or mainly during school hours, then the pupils of those parents will not be prevented from taking part in the activity.

Governors may grant individuals or groups of pupils leave of absence for not more than two weeks in any one year (save in exceptional circumstances) to enable them to participate in activities organised by someone other than the LA or Governing Body of the school (Statutory Provision - Education (Schools and Further Education) Regulations, 1981, Regulation 12).

At Swiss Valley Community Primary School the governors have charged the head-teacher with this responsibility.

Voluntary contributions for activities as part of the Curriculum.

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

If appropriate and funds allow, the school may pay a proportion of the costs in order to support a visit. .

Parents have a right to know how each trip is funded.

Swimming

The school organises swimming lessons for pupils during the school year. Lessons take place in school time and are part of the National Curriculum. However we do ask for a voluntary contribution towards the cost of transport to and from the pool. There is no charge for the provision of a lifeguard/specialist teacher and hire of the pool itself. We inform parents when these lessons are to take place and we ask for their written permission for their child to take part.

Optional Extra Activities

Activities which take place wholly or mainly outside school hours and are not required in order to fulfil statutory duties relating to the National Curriculum or to Religious Education.

The school reserves the right charge for such activities. The basis for calculating the charge will be proportionate to the cost for each participating pupil. The following is a list of additional activities that could incur a charge :-

- sporting activities which require transport expenses
- outdoor adventure activities
- visits to the theatre/cinema
- school trips
- musical events.

Activities not run by the School or LA.

When an organisation acting independently of the school or LA arranges an activity to take place during or after school hours and parents want their children to join the activity, such organisations may charge parents.

Residential Visits

The school organises two annual residential visits for Year 5 and 6 children.

The cost of this trip includes board & lodging, transport, materials, entrance to any sites visited and charges for any activities to be experienced. If parents want their child to join in on these visits they need to be aware that is the governors' policy to ask the parents to fully cover the costs listed above. However, any costs linked to teaching will be covered by the school and this will not be built into the costs passed onto parents.

Currently at Swiss Valley Community Primary School all the teachers and support staff who accompany and supervise the children on residential visits do so Free of Charge. .

Charging in Kind

The cost of ingredients, materials, equipment etc. needed for practical subjects such as food technology or DT is budgeted for and borne by the school. However, the school may charge for, or require the supply of ingredients and materials, if the product is to be owned and taken home by the child afterwards e.g. food products, models containing electrical equipment or batteries. The school will inform parents prior to activities, giving them the choice to pay for materials or purchase their own materials for the activity.

Breakages & Fines

The Governors reserve the right to ask parents to pay for the cost of replacing any item E.g. broken windows, defaced or damaged books etc. if it has been caused as a result of unsatisfactory pupil behaviour.

Additional Learning Needs

The governing body confirms that no pupil with special needs or disabilities will be treated any differently than any other pupil. The school will take all reasonable steps to avoid putting children with special needs at a substantial disadvantage.

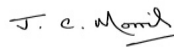
Monitoring

This policy will be reviewed annually.

Reviewed By Governors on
Chair of Governors – Cllr. Giles Morgan



Head teacher – J.C.Morris



Next Review – January 2022
