

Charging Policy



Ysgol Gymunedol Bancffosfelen 2026 – 2028

Introduction

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

Generally, the school can reclaim VAT, but this is not always so for extracurricular activities, which is then reflected in the extra cost of certain things.

Voluntary contributions

When organising school trips or visits which enrich the curriculum and educational experience of the children, the school invites parents 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 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 (with the exception of residential activities). In such cases we would ask parents to inform the school at the earliest opportunity so as to allow time to attempt to access alternative funding. Sometimes the school pays additional costs in order to support the visit. Additionally, there may be extra fund-raising activities, or the PTA may be approached for funding. Parents have a right to know how each trip is funded. The school provides this information on request. All the above decisions will be at the discretion of the Headteacher.

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

- ✓ visits to museums, theatres, historic sites, etc;
- ✓ sporting activities which require transport expenses.
- ✓ outdoor adventure activities.
- ✓ musical or cultural events.

For any activity where voluntary funding will be necessary, we will inform parents at the earliest opportunity. Parents may also be requested to supply certain items for their child to undertake certain activities. There are usually ways to spread payments over a period of time – those wishing to do so are requested to contact the school office.

Residential visits

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 do make a charge to cover the costs of board and lodging. Travel and other visit costs are treated as under Voluntary Contributions.

Music tuition

All children study music as part of the normal school curriculum. We do not charge for this.

There is a charge for individual or group music tuition if this is not part of the Curriculum for Wales. The peripatetic music teachers teach individual or small group lessons. We may make a 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 for all children at some stage during Year 3 to Year 6. These take place in school time. We may ask for voluntary contributions towards the costs of travel and lessons. We inform parents when these lessons are to take place, and we ask parents for their written permission for their child to take part in swimming lessons.

Out-of-hours Activities

The school may, from time to time, offer additional activities such as the Urdd, games, Dance, Art and Drama Clubs. Staff run and organise these sessions – sometimes with the help of people from outside the school. We make no charge for these activities.

Some activities may take place at times that overlap the beginning or end of the school day, and the Headteacher has the right to decide whether they should be charged or not.

From time to time there may be certain events that are considered to have an element of fund raising involved, such as a concert. Any charge levied for such an event would be entirely at the discretion of the Headteacher.

Charging (general)

All charges levied against any activity will be calculated individually against the activity and the funding required. The charge will include transport costs, meals, staff time, insurance, supplies and services related to the activity.

Charges may include an allowance for the cost of staff, but only where this is separate from their teaching obligations.

The school's income and charges form part of the auditing procedures of the LA to ensure probity and accountability.

All decisions relating to financial help for individual pupils are at the discretion of the Headteacher.

The school will charge for any external examinations, including any that the pupil has failed to complete for any reason.

The school will charge for copies of publications or documents as detailed in its Publications Scheme, and as required under the Freedom of Information Act 2000.

	Signature	Date
Chair of Governors	Mr Andrew Barlow	1/9/26
Headteacher	Mr Thomas Gullick	1/9/26
Review date	September 2028	