

'Dim ond ein gorau glas sy'n ddigon da.'

Mae Confensiwn y Cenhedloedd Unedig ar Hawliau'r Plentyn (CRC) yn ganolog i gynlluniau, polisïau, arfer ac ethos ein hysgol. Fel Ysgol sy'n Parchu Hawliau rydym yn addysgu am hawliau plant a hefyd yn modelu hawliau a pharch ym mhob perthynas.

The United Nations Convention on the Rights of the Child (CRC) is at the heart of our school's planning, policies, practice and ethos. As a rights-respecting school we not only teach about children's rights but also model rights and respect in all relationships.



Charging Policy

Dyddiad adolygu a mabwysiadu:

Date reviewed and adopted: **06.10.2026**

Dyddiad yr adolygiad nesaf: **Hydref 2027**

Date of next review: **Autumn 2027**

Llofnod Cadeirydd y Llywodraethwyr/ Signature of chair of governors:

*Note that financial support for FSM pupils by the school does not cover the pupils who are transitionally protected.

Ysgol Gymraeg Bryniago's Charging and Remissions Policy complies with Section 457 of the Education Act 1996 and relevant Welsh Government guidance. The policy aims to ensure that educational opportunities remain accessible to all pupils while enabling the school to provide a broad and enriching curriculum in a fair and transparent manner.

1. Principles

At Ysgol Gymraeg Bryniago, we are committed to ensuring that every child has access to the full range of educational opportunities available through the school, regardless of their family's financial circumstances.

We recognise that the cost of the school day can place pressure on families and are committed to reducing financial barriers wherever possible. The Governing Body aims to provide a broad, balanced and enriching curriculum while ensuring that participation in school life remains affordable and accessible to all.

No charge is made for education provided during normal school hours, including activities that form part of the Curriculum for Wales. Charges may only be made for activities permitted under relevant legislation, including individual or small-group instrumental tuition, board and lodging associated with residential visits and certain optional extras.

The school will always seek to:

- Keep charges to a minimum.
- Offer financial support where possible.
- Consider affordability before arranging activities.
- Ensure that no learner is excluded from educational opportunities because of financial hardship.
- Work in partnership with parents, carers, the PTA and the wider community to reduce the cost of the school day.

The Governing Body has appointed a designated governor to oversee the school's commitment to affordability and poverty-proofing.

Ceri's Champion: Mrs Siân Breeden

The role of Ceri's Champion is to ensure that school resources are used effectively to minimise costs for families and to identify opportunities to provide financial support where needed.

2. Voluntary contributions

- Educational visits, visitors, workshops and enrichment activities make a valuable contribution to pupils' learning and development.
- Where appropriate, the school may invite parents and carers to make a voluntary contribution towards the cost of these activities. All contributions are entirely voluntary.
- No child will be excluded from participating because a contribution has not been made. However, if insufficient contributions are received, the school may need to postpone, amend or cancel the activity.
- Parents and carers are encouraged to contact the Headteacher confidentially if they are experiencing financial difficulties. Alternative arrangements or financial support may be

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available.

Examples of activities for which voluntary contributions may be requested include:

- Educational visits and museum trips
- Outdoor learning and adventurous activities
- Visiting theatre companies and workshops
- Sporting events requiring transport
- Musical performances and enrichment activities
- Parents and carers have the right to request information regarding how activities are funded.

3. Residential visits

Residential visits form an important part of the curriculum at Ysgol Gymraeg Bryniago and provide valuable opportunities for pupils to develop independence, resilience, teamwork and confidence.
Where a residential visit takes place wholly or mainly during school hours and forms part of the Curriculum for Wales, charges will not be made for educational provision or transport. However, the school may request contributions towards board and lodging costs.
If insufficient contributions are received, the visit may need to be postponed or alternative arrangements made for delivering that aspect of the curriculum.

Instalment Plans

The school recognises that residential visits can represent a significant cost for families. Flexible payment plans will therefore be offered wherever possible.
Longer payment periods may be available for families experiencing financial hardship and for those eligible for Free School Meals.
Full payment must normally be received before the departure date unless alternative arrangements have been agreed with the Headteacher.

Refunds

Where a pupil is unable to attend a residential visit due to illness, a refund will be considered subject to the school's ability to recover costs from providers or insurers.
Medical evidence may be requested.
The Headteacher may authorise refunds in exceptional and unforeseen circumstances.
No refund will normally be made where a pupil is required to leave a residential visit early due to behavioural concerns.

4. Instrumental Lessons

All pupils receive music education as part of the Curriculum for Wales and no charge is made for this provision.
Additional instrumental tuition delivered individually or in small groups is provided by specialist music tutors and is considered an optional extra.
The charge for instrumental tuition is:

£35 per pupil, per instrument, per term

This fee includes a minimum of ten lessons per term.
Where lessons are cancelled due to circumstances beyond the pupil's control, either:

- a refund will be offered at a rate of £3.50 per lesson, or
- lessons will be carried forward to the following term and the fee adjusted accordingly.

Fees should be paid at the beginning of each term. Families experiencing financial difficulties are encouraged to contact the school to discuss alternative payment arrangements.
Parents and carers are responsible for:

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- Examination entry fees.
- Transport costs to examination venues where these are not held within school.

The duration of lessons may vary depending on the instrument and timetabling arrangements.

5. Swimming and Sporting Competitions

The school arranges swimming lessons for all children in Years 3-6. These lessons take place during school hours and form part of the **Curriculum for Wales**. There is **no charge** for swimming lessons or transport to and from swimming sessions. Parents and guardians will be informed when lessons are taking place and will be asked to provide written permission for their child to participate.

The school regularly participates in a range of sporting competitions and events throughout the academic year. In order to support transport costs to these activities, the school may request a **voluntary contribution of no more than £5.00 per event** from parents and carers.

All contributions are voluntary, and no pupil will be prevented from taking part if a contribution is not made. However, where insufficient voluntary contributions are received to cover transport costs, the school reserves the right to withdraw from the competition or event.

In some circumstances, parents or carers may be asked to transport their own child to sporting competitions where this is practical and appropriate.

6. After School Club

Payments for the After School Club will go directly to 'Pitter Patter.'

7. Charging Policy for Lettings

The building will only be let to persons who are able to comply with current guidance on DBS checks if working with pupils from Ysgol Gymraeg Bryniago. Copies of the relevant insurance documentation will have to be verified prior to allowing tutors to carry out activities with pupils out of school hours. This will constitute 'Personal Liability Insurance'.

Lettings will be charged at:

- £25 per for the school hall (15:00-18:00)
- £25 per classroom (15:00-18:00)

The cost for school lettings will increase during holiday time/ after 6:00 p.m.

Letting charges will be reviewed by the Governing Body at least on an annual basis and individual agreements may be created for persons wishing to engage in 'long term lettings which are for more than one hour per session'. Letting fees are totalled on a half termly or termly basis and invoiced to the person letting the premises. The cheques are paid directly into the school budget and are accounted for as 'income'. If the term is cut short due to school closure or if the school is closed due to inclement weather then the 3rd party letting company will be reimbursed for the total amount of that evening's let/ week/s let.

Free lettings will be granted to organisations and individuals who are considered by the Governing Body to be running extra-curricular activities for the pupils which are non-profit making and are classified as clubs that would benefit the children's education.

A small fee will be asked for certain after school clubs e.g Yr Urdd, cookery club.

8. Charging for Special Performances:

A modest admission charge may be applied to certain school productions, such as Christmas concerts and performances.

The current charge is:

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£3.50 per ticket
Ticketing arrangements support compliance with fire safety regulations and ensure that audience numbers remain within the safe capacity of the venue.
Income generated from performances will be reinvested into providing enriching experiences for pupils, including:

- Visiting artists and performers
- Educational visits
- Creative projects
- Additional resources to enhance learning

No charge is made for attendance at class assemblies, celebration assemblies or other routine school events.

9. Charging for Breakages or Damage to School Property

The school understands that accidents occasionally occur and does not normally seek reimbursement for accidental damage.
However, where damage has been caused deliberately or through reckless behaviour, the Headteacher may request a contribution towards the cost of repair or replacement following consultation with parents or carers.
Any such request will be considered sensitively and on a case-by-case basis.
Major incidents may be referred to the school's insurers where appropriate.

10. Charging for PTA. Events

Charges made for events or resources to the school which are organised by the P.T.A. are subject to discussion by the PTA. Committee and through consultation with Headteacher.

11. Breakfast Club

The school provides a “Pre-Breakast Club” between 7.50 a.m. and 8.20 a.m. at a cost of **£1.05** per child per day and **50p** for every third or more children in a family. This money will be paid each Thursday prior to the following week. Parents must pay prior to completing the online booking form.. Free Breakfast Club will commence at 8.20 a.m., the latest time for arrival for breakfast is 8.30 a.m.

12. Poverty Proofing the school day:

At Ysgol Gymraeg Bryniago, we are committed to ensuring that no learner is disadvantaged due to financial hardship.
The Governing Body has appointed:
Ceri's Champion: Mrs Siân Breeden

The school will continue to review all aspects of the school day to reduce costs for families and improve equality of access.
When planning activities and events, the school will consider:

- Overall affordability
- Number of requests for payments during a term
- Hidden costs associated with participation
- Access for vulnerable learners
- Feedback from parents and carers

The school will work closely with the PTA, School Council and families to ensure a fair balance between fundraising and affordability.

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Support Available

Eligible pupils may receive the following support:

- Free fruit provision
- Free Foody Friday snack
- Access to second-hand uniform and costume shop
- Free transport for one-day school visits
- Free transport to school competitions
- One free instrument lesson programme from Years 3-6
- 25% contribution towards Year 4 residential visit
- 25% contribution towards Year 5 residential visit
- 50% contribution towards Year 6 residential visit
- Free access to the Pre-Breakfast Club (7:50am-8:20am)
- Free participation in school-run curriculum clubs
- No expectation to contribute financially to charity fundraising days
- Free Christmas and Summer Fair pupil items
- Complimentary tickets to a Christmas production

All financial support requests will be handled confidentially and sensitively.

13. Management of School Fund

The interest earned on all monies in the School Fund will remain within the School Fund. The School Fund is managed and maintained by Mrs Rhian Gealy, the school's secretary in liaison with Miss Nia Jones, the Headteacher. Two signatures are required for cheque authorisation. One of those two signatories must be the Head teacher or Deputy-head. The School Fund is audited by a governor/ a member of the local community that specialises in finance and who are not signatories for the fund, on an annual basis and by the City & County of Swansea Auditor on a three yearly basis. Findings are fed back to the full Governing Body via the formal Audit Report. The annual audit is checked by the Chair of Governors, who is not a signatory for the fund. All School Fund records are available for scrutiny and are presented to the Governing Body on an annual basis following the audit.

14. Monitoring and reviewing

The Headteacher has delegated authority to determine whether school funds may be used to subsidise educational activities, visits or enrichment opportunities.

The Governing Body will monitor the implementation of this policy and review it annually, or sooner if required by changes in legislation, guidance or local circumstances.

The effectiveness of the school's poverty-proofing measures will form part of the annual review process to ensure that the school continues to support all families fairly and effectively.

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Appendix A:

School Payments

The school uses the online payment programme, iPay to pay for everyday items.

Please visit the school website for details on how to set up an iPay account.

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