

Ysgol y Parc

POLICY ON CHARGING / LETTINGS

Under the 1988 Education Act the Governing Body has to provide a policy regarding additional costs to families, though the vast majority of the educational activities in the school are free of charge. Costs will also occur when the hall is hired by a person or group, during the day, in the evenings, or at the weekend.

The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs, trips and residential experiences can make towards pupils' personal and social education. The Governing Body aims to promote and provide such facilities both as part of a broad and balanced curriculum for the pupils of the school and as additional optional activities.

Charging

The Governing Body reserves the right to ask parents or guardians for voluntary contributions for the following:

- Educational visits and school journeys, including residential visits, transport for swimming sessions.
- Materials for practical subjects and project assignments. A charge for ingredients may be asked for (cash or kind).
- Optional extras outside the school day, eg, trips, sports coaching, etc. Details of charges will be made known to parents.
- Individual Music tuition by outside providers.
- When school property or equipment is damaged or lost as a consequence of pupils' behavior, payment from parents may be requested.

The Governing Body may, from time to time, amend the categories of activity for which a charge may be made.

Nothing in this Policy statement precludes the Governing Body from inviting parents to make voluntary contribution towards the cost of providing education for the pupils.

Occasionally a contribution towards the cost may be requested from the School Fund.

Remissions

A child will not be excluded from any activity during school hours, if parents are unable to make a financial contribution.

When parents are in receipt of income support or family credit, the LEA may remit in full the cost of board and lodging for any residential activity that it organises for the pupil, if the activity is deemed to take place within the school hours.

Hire of school premises

Section 42 of the Education (No 2) Act 1986 empowers the Governing Body to control the use of the school premises out of school hours, subject to the discretion given to them by the Local Education Authority.

The school is, or may be, hired for the following:

- Community Council meetings.
- Children's parties.
- Meetings held by various organisations.
- Elections – This may incur an additional cost (approximately £75)
- Ffrindiau Bach CIC

Conditions of Hire

An application form for the hire of Educational facilities must be completed by all organisations wishing to hire facilities available at the school. This is essential for the purpose of indemnifying the school against damage to the premises and/or equipment.

- The use of the facilities granted is to be in strict accordance with the details on the application form.
- A protocol may be asked for, at the discretion of the Headteacher, with regard to, for example, the supervision of children.
- The hirer must provide full and adequate supervision during the period of hire.
- The Governing Body accepts no responsibility for personal injury, or damage to property arising out of, caused by, or resulting from the hiring.
- The hirer is to be responsible for any loss of or damage to any property of Ysgol Bodfari arising out of, resulting from, or caused during the period of hire and for the reinstatement or repair of any such damage to the satisfaction of the Governing Body.
- The school reserves the right to cancel a hiring or to refuse a request they deem unsuitable, without reason.
- The hirer is to take full and adequate safety precautions concerned in respect of any potentially hazardous activity.
- All grounds and premises are to be left in a clean and tidy condition and all rubbish to be removed from site.

- Special requests may be made for the use of the kitchen which must be left in the condition in which it was found. Strict Health and Hygiene rules apply for the use of such facilities as stated in the 1990 Food Safety Act.
- Intoxicating liquor will not be sold on the premises.
- Hirers must adhere to the school's 'No Smoking Policy'.

Hirers will be asked to sign an agreement stating the above.

There will be occasions when the Headteacher and Governing Body agree to allow groups the use of the hall without costs, eg, local community meetings.

Charges

There are no County guidelines as to the level of charge to be set. This will therefore be determined by the Governing Body and will be reviewed annually.

The cost of letting the premises will cover the cost of the caretaker's wages (usually a minimum of an hour's pay, although in some cases it may be more at the discretion of the Headteacher), heating and lighting. **At the full governing body meeting on 2nd December 2024 it was agreed to charge £30 for the first two hours and an additional cost of £5 per hour thereafter.**

It was agreed that Ffrindiau Bach at Ysgol y Parc would continue to be charged **£750 a month for hiring of the Ffrindiau Bach room for wrap around care/flying start and after school club. This includes the cost of photocopying and telephone rental.**

Approval

The Governing Body authorizes the Headteacher to approve on its behalf all applications submitted for the hire of school facilities.

Review

The policy for charging and for the hire of school premises will be reviewed by the Governor's annually (usually in the Autumn term), or more frequently if necessary.