



Idsall School Financial Support Policy

Sponsorship & Review

1 Sponsor

Viv Hulme
School Business Manager

2 Reviewed & Approved

Reviewed date	September 2019
Approved date	19 September 2019

3 Next Review Date

September 2022

Idsall School

Financial Support Policy

Introduction

The school recognises that education places financial demands on parents and there are some occasions when parent/carers will find it hard to meet these demands. Although funds are very limited the school would like to support parents/families where possible.

We realise that it is hard for parents/carers to ask for financial support but funds are very limited so the school will have to apply certain criteria in deciding whether or not support can be given.

Criteria

Consideration will be given to students whose parents/carers are:

- Eligible for Free School Meals
- In receipt of Employment Support Allowance
- In receipt of Disability Living Allowance
- Experiencing temporary situations which are causing difficulty, for example caused by recent job loss, bereavement or other serious and unforeseen circumstances

In the interest of protecting public funds, the school reserves the right to request evidence that the applicants meet the above criteria, all applications are subject to random selection for full investigation.

Priority will be given to parents/carers who have not already been supported by this policy.

Qualifying Resources

Application for financial support will be considered for:

- Obligatory items of school uniform
- Cost of educational visits that are integral to the curriculum
- Educational equipment e.g. text books

Making an Application

Applications are made using the Financial Support application form. This can be completed by the parent/carer or a member of staff in their place. Evidence should be provided to support the eligibility criteria.

Due to only limited funds being available, we have to make sure that any financial support offered reaches those most in need of support. All grants are discretionary and will be allocated depending upon the need and funds available. Therefore the more information that you provide regarding your circumstances, whether they are long standing or just short term, the more easily the school will be able to assess your needs and will help us decide how the funds should be suitably and fairly distributed.

All information provided on this form will be kept in the strictest confidence.

Notification

Notification of the outcome of the application will be provided in writing to the parent/carer and the Finance Office.

If you do not agree with the decision outcome, you may appeal in writing to the Headteacher. The Headteacher's decision is final.

Idsall School Financial Support Application 2019-20

Student Name(s)		Tutor Group	
Parent/Carer Names(s)			
Address			
Email Address			
Contact Number(s)			
Application eligibility	In receipt of free school meals/ disability living allowance/ any employment support allowance/ is or has been in care/ very low family income (please circle all that apply)		

Details of the educational resource you are applying for and the cost	
Item	Cost

Provide details of financial hardship – outline your reasons for applying. The more information that you can provide regarding your circumstances, whether they are long standing or just short term, the more easily the school will be able to assess your needs and will help us decide how the funds should be most suitably distributed. Please provide copies of letters from professionals if you feel it will help in the decision-making process.

Continue on a separate sheet if necessary

Declaration

- The information I have given in this application form is true and accurate
- I will inform you immediately of any change in my personal circumstances that may affect my eligibility to apply
- I understand that if I provide false or incomplete information, I will have to repay any monies awarded

Signed _____ Print _____ Date _____

Office use only:

Date received		Date application assessed	
Approved	Yes/No	Amount awarded	£
Approving Officer		Approving Officer Signature	
Parent Notified	Yes/No	Signed	
Outcome Appealed	Yes/No	Application Ref	
Ensure copy of application given to the Finance Team			