



Financial Assistance for School Activities

We recognise that some parents find it difficult to fund the costs of school trips, activities or resources, so we allocate an amount of funding to provide financial assistance (this includes exceptional financial assistance for those parents/carers who are **not** in receipt of either Free School Meals or Universal Credit)

Applications for financial assistance if you qualify for Pupil Premium funding:

Applications may be made by parents/carers whose child/children qualify for Pupil Premium funding (i.e. they currently receive Targeted Free School Meals or have done so in the last six years). Students who are in care or in service families, also qualify for Pupil Premium funding. Details of the current allocation of funds can be seen on the school website. Parents/carers of students who are eligible for this funding will be contacted in September.

Students are eligible for free school meals if they or their parent(s) are in receipt of:

- *Universal Credit – regardless of income*
- *Income Support*
- *Income based Job Seeker's Allowance*
- *Income based Employment and Support Allowance*
- *Support under Part VI of the Immigration and Asylum Act 1999*
- *Asylum seeker support*

If your family circumstances qualify your child/children for free school meals and you are not currently registered, you must apply for free school meals at the same time as you complete the attached Application for Financial Support form. All applications for financial assistance should be made on this attached form.

Applications for exceptional financial assistance:

If you would like to apply for exceptional financial assistance, i.e. if you are **not** in receipt of either free school meals or Universal Credit, please also complete section 4, of the attached Application for Financial Support form and provide details of any information you feel would be relevant to support your claim.

All applications for financial assistance should be made using the attached form (only when costs/fees associated with learning or school trips, are known). **Please submit your financial assistance applications to the Finance Office, via the following email: finance@backwellschool.net**

APPLICATION FOR FINANCIAL SUPPORT

***** **CONFIDENTIAL** *****

Please complete all the sections of this form using BLOCK CAPITALS

SECTION 1 – Details of Applicant					
Students' Full Name:			Tutor Group:		
Name of Parent/Carer Please provide your name as known by the Benefits Agency, Inland Revenue or National Asylum Support Service.					
Surname:			Title:	Mr/Mrs/Miss/Ms	
First Name:		Middle Name:		Date of Birth:	
Address:					
Postcode:		Email address:			
National Insurance No:		Telephone Nos:			
Do you have a husband/wife or partner living at this address?			YES ☐	NO ☐	
If yes, please give details:	Surname:		First Name:		
Have you moved home in the last 12 months?			YES ☐	NO ☐	
If yes, please give your previous address:					

SECTION 2 – Confirmation of Parent/Carer benefit received:	
1) Is your child in receipt of Free School Meals?	YES ☐ NO ☐
2) Are you in receipt of Universal Credit?	YES ☐ NO ☐
<i>As proof of receipt of Universal Credit and income, please provide copies of three of your most recent monthly award statements for Universal Credit (or suitable alternative such as a P60 from the current tax year).</i>	

SECTION 3 – What assistance are you claiming for?**Unless otherwise stated, the maximum assistance with cost is 50%**

	Amount claimed	Details
Enrichment Week residential trips (maximum assistance of £150 from School Fund)	£	
If you qualify for funding from your Pupil Premium allocation (maximum assistance of £100 for Enrichment Week activities or trips)	£	
Other costs/fees associated with learning, school trips, or clubs and courses (maximum assistance of £150 from School Fund or your Pupil Premium allocation, if you qualify for this funding)	£	

SECTION 4 – If you would like to apply for exceptional assistance (i.e. you are not in receipt of free school meals or Universal Credit) please provide details of any information you feel would be relevant to support your claim in the box below:

Declaration

I confirm that the information on this form is correct at the time of completion, and that I will inform the school as necessary if my circumstances change.

Signed: _____ (Parent/Carer) _____ (Date)

Authorised by:

Signed: _____
Business Support Manager

Signed: _____
Deputy Headteacher (in charge of Pupil Premium)