

Gloucester Academy

Financial Support Policy

APPROVED	April 2016	
REVIEW DATE	April 2017	
APPROVED PRINCIPAL		PRINT NAME I Frost
APPROVED CHAIR OF GOVERNORS		PRINT NAME L Costello

Introduction

The academy recognises that education places financial demands on parents and there are some occasions when parents/carers will find it hard to meet these demands. Although funds are very limited the academy 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 academy will have to apply certain criteria in deciding whether or not support can be given.

The Governors will establish a hardship fund in order to provide support when needed. Financial support will be provided using pupil premium funding where appropriate.

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

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
- Optional residential visits
- Optional extra visits
- Music tuition (where it is not considered part of the national curriculum)
- Any curriculum activities incurring a voluntary contribution

Financial support may be provided in full or part.

Relationship to other school policies

Charging and Remissions Policy

Making an Application

Applications are made using the Financial Support application form (attached). 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.

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

Notification

If support is agreed, the parent/carer and the Finance Office must be notified.

Gloucester Academy Financial Support Application

Name:
Date of Application:

Students Name:
Tutor Group:

Address:

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

<p>Explanation of financial hardship (Please attach any evidence you feel would support your application)</p>
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Signature.....	Date.....
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Application meets criteria: SLT member to sign	
Funds available to meet request: Director of Finance to approve	
Amount agreed	