Hardship Fund

Wye School has limited resources to help families and students in need. If you have need of help, please do ask. The Hardship fund is quite tightly controlled around who it can help but we will help where we can, as long as funds last.

What is the Hardship Fund?

The Hardship Fund is a discretionary source of financial help available to all registered full time school students. The aim of the Fund is to help students who have difficulties in paying for:

1. Curriculum trips, and visits (up to 100% of the cost) - please note we are unlikely to support social / fun trips;
2. Uniform, shoes or sports kit;
3. Emergency travel expenses.

Payments from the Fund are discretionary and if awarded do not need to be repaid.

The School will consider requests for hardship funding from the following groups of students:

- Students in receipt of free school meals;
- Students in families with very low incomes and in receipt of Universal Credit.
- Students with disabilities;
- Students who are or have been in care.
- At the discretion of the Principal, any student who does not fall under the categories listed above but consider themselves to be in financial hardship.

Please note that proof of benefit is required if not already registered for Free School Meals or eligible for Pupil Premium. Proof of benefit must have been issued within the last six months.

How to apply to the Hardship Fund

An application should be made through the Principal. The application will remain confidential and will be considered by the Principal given their knowledge of the student's circumstances. If approved by the Principal, the application will be passed to the Finance Office for processing.

A student may be able to apply for hardship support at any time during the academic year. It may also be possible to apply more than once, but usually only where circumstances have not changed. Students cannot appeal a decision not to award a hardship grant as the Principal's decision is final.

Wye School
The best in everyone™
Part of United Learning

Hardship Fund Application Form (Please complete in capitals)

Your details	
Title (Mr, Mrs, Miss, Ms or Other):	
Surname	
First Name	
Address Postcode	
Telephone	
Email address	
Child/ren you wish to Claim for	
Name of Child	Date of Birth

Support Requested		
Item Claiming For	Amount (£)	Reason why you are seeking support and details of cost

Wye School
The best in everyone™
Part of United Learning

Please confirm Bank Account details below:	
Account name	
Account number	
Sort Code	

Declaration

I certify that the information provided here is true. I understand that a false declaration will result in the refusal of this application.

Name of parent / carer	
Signature of parent / carer	
Date	

Please complete and return this form with the necessary supporting documentation to:

Mrs Caroline Castle, PA to Principal, caroline.castle@wyeschool.org.uk

Office use Only

Date Received	
Received By	
Approved	YES / NO (delete as necessary
Approval Date	
Approved by (name)	
Approved by (position)	
Signed	