



What is the Hardship Fund?

The Hardship Fund is a discretionary source of financial help available to all registered full time school pupils at Bredon Hill Academy. The aim of the Fund is to help support pupils and their families who have difficulties in paying for:

1. Curriculum trips, visits and year group residentials (% contribution will vary, based on the type of trip and its links to the school curriculum);
2. Uniform, shoes or sports kit;
3. Emergency travel expenses to and from Bredon Hill Academy.

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 pupils:

- Pupils in receipt of free school meals;
- Pupils in families with very low incomes;
- Pupils with disabilities;
- Pupils who are or have been in care.

Your child/ren may be eligible for grants from our hardship fund if:

- A household income of below £25,000;
- A pupil whose parents are currently claiming other means-tested benefits including Income Support, Working Tax Credit/ Child Tax Credit, Income Based Employment and Support Allowance (ESA), who is not entitled to free school meals;
- At the discretion of the Headteacher any pupil 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. For trips and residentials, the Headteacher reserves the right to consider school attendance as part of the criteria for a successful application.

How to apply for the Hardship Fund

An application should be made through the Headteacher. The application will remain confidential and will be considered by the Headteacher given their knowledge of the pupil's circumstances. If approved by the Headteacher, the application will be passed to the Finance Office for processing. A pupil 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. Pupils and their families cannot appeal a decision not to award a hardship grant as the Headteacher's decision is final.



Bredon Hill Academy
— LEARNING TOGETHER FOR SUCCESS —

Hardship Fund Application Form

Your details

| | |
|---|--|
| Title (Mr/Mrs etc) | |
| Surname | |
| First Name | |
| Partner's Surname (if applicable) | |
| Partner's First Name (if applicable) | |
| Address | |
| Postcode | |
| Contact Number | |
| Contact Email | |
| Child(ren) you wish to claim for | |
| Name of Bank Account Holder | |
| Account Number | |
| Sort Code | |

Support Requested

| Item (please detail specific items/trip below) | Amount (£) | Reason why you are seeking support and details of cost |
|--|------------|--|
| School Uniform Grant (maximum £100) | | |
| Emergency Travel Expenses | | |
| School Trip Support | | |

Declaration

I certify that the information provided is true. I understand any 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, including any necessary supporting documentation to Mrs Norman – office@bredon.worcs.sch.uk

Office Use Only

| | |
|------------------|--------|
| Date Received | |
| Received By | |
| Approved | Yes/No |
| Approval Date | |
| Approved By | |
| Signed | |
| Additional Notes | |

Pass onto the Finance Office for Processing