



THE COLNE

COMMUNITY SCHOOL & COLLEGE

Financial Support Policy

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Financial Support Policy

Introduction

The school 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 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 can prove they are in receipt of:

- Income Support;
- Income Based Jobseeker's Allowance;
- Income-related Employment and Support Allowance;
- Support under Part 6 of the Immigration and Asylum Act 1999;
- The guaranteed element of Pension Credit;
- Child Tax Credit (provided you are not entitled to Working Tax Credit and have an annual gross income of no more than £16,190);
- Working Tax Credit run-on paid for 4 weeks after you stop qualifying for Working Tax Credit;
- Universal Credit;
- 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
- Costs 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 (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.

Financial Support Application

Name

Student's Name:
Form:

Address:

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

Explanation of financial hardship (Please attach any evidence you feel would support your application)

Signature.....	Date.....
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Application meets criteria: Headteacher to sign:	
Funds available to meet request: Finance Director to sign	