

About the Helping Hand Fund

How does it work?

This fund is directly linked to the Bursary scheme, whereby a percentage of income received by those entering the school through our bursary scheme, will be channelled into the Helping Hand Fund.

Who decides?

The panel set up to administer the Helping Hand Fund includes:

Head teacher

Chair of Trustees

Our accountants, Lucrafts.

Spread Payments

We would like all families interested in receiving help from the fund, to have explored the option of spread payments with the panel first. With this, payment of fees is reduced to manageable monthly amounts, spread over a longer repayment period. In certain cases, the panel may also agree to a 'payment holiday'.

To benefit, you will need to write to the panel outlining your financial circumstances, a meeting will then be arranged for you to discuss this in greater depth.

Spread payments won't work for us- how do we apply for help from the fund?

If following meeting the panel, spread payments do not meet your needs, you can then apply to the fund. You will need to fill in an application form, available to download from the website, or alternatively from the school office.

We appreciate that the form is fairly extensive, and would like to reassure you that we have given considerable thought as to how best to structure this part of the scheme. It was decided that to include means testing was important in fairly establishing need, and providing a consistent basis for assistance.

Your financial details will be independently reviewed by Will Taylor, from our accountants Lucrafts, for which there will be a charge of £25.

We would like to assure you that all information surrounding an application will be dealt with in the strictest confidence.

When can I apply?

You can apply at any time. If your application is successful the discount will be effective from the beginning of the following term i.e. an application in the summer term 09 will be effective from the autumn term 09.

Can I apply for more than one child?

Yes. If you are given assistance, it will be in addition to our existing scale of discounts for siblings. (see the fees page on the website for details)

How much could I get?

It is our priority to ensure the long term sustainability of the fund, in helping the maximum number of families with assistance, so the amount you may get will be at the discretion of the panel taking into consideration, your circumstances, the amount in the fund at the time of applying, and the number of families currently drawing on that fund.

How long will a decision take?

Following receipt of your application and meeting the panel, we will endeavour to give you a decision within two weeks.

How long does assistance last?

All awards are subject to an annual review. If you receive assistance, you will need to submit an annual declaration of your financial circumstances, supplying all relevant supporting evidence by the due date. If your financial situation remains the same, you can expect the assistance awarded to you to continue at the same level.

What happens if my circumstances change in between reviews?

If you are given assistance, the school's Terms and Conditions will be attached to your offer, for you to sign. It is vital that you inform us if your circumstances change for the better, so we are able to consider other families in need of help. Equally if your circumstances become more difficult, let us know, so that we can consider additional support.

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