

11-16 Uniform Bursary

Introduction and Purpose

The Girls' Learning Trust (the 'Trust'), together with the Local Governing Body of Carshalton High School for Girls (CHSG) (the 'School') is committed to ensuring that support is available to parents/carers and students on low incomes and/or in receipt of benefits.

Support is targeted towards those students experiencing the greatest financial hardship and/or curriculum-related costs.

This document provides information for parents/carers and students about how to apply for the Uniform Bursary. Other information regarding Free School Meals can be found on the school website.

Uniform Bursary

The School aims to provide **additional support** for those students in receipt of Free School Meals through the 11-16 Uniform Bursary. This is offered at the School's discretion and is funded using Pupil Premium funding.

Whilst the 11-16 Uniform Bursary is primarily aimed at students in receipt of FSM, the School will consider other situations under the arrangements set out in Section 5 'Exceptional Circumstances'.

Uniform Costs

The 11-16 Uniform Bursary is intended to support parents / carers with the costs of school uniform, up to a maximum of:

- a) The cost of a full school uniform when joining CHSG up to a maximum of £260
- b) £75 in any subsequent year (Years 8 to 11 only)

Parents/carers should complete and submit the 11-16 Uniform Bursary Application Form found on the school website.

School uniform requirements can be found on the school website. If parents/carers have any queries regarding uniform they should contact the Head of Year before purchasing items.

Eligibility

To qualify for an 11-16 Uniform Bursary, parents / carers must have a daughter who is:

1. In receipt of Free School Meals (FSM) **and**
2. A current student in Years 7 to 11, or be starting at the School the following term (in the case of new Year 7 students) **and**

If you believe your daughter is eligible for the 11-16 Uniform Bursary, please complete the online Uniform application Form found on the school website.

Payment

Following approval of an 11-16 Uniform Bursary, arrangements for payment will be made with the school's uniform supplier, Schoolwear Inc Ltd.

Parents/carers need to order uniform directly from Schoolwear Inc Ltd using voucher codes supplied by the school.

Appeals Procedure

Appeals relating to the 11-16 Uniform Bursary should be made to the Headteacher in the first instance.

Further appeals should be made using the Trust Complaints Policy (available from the school website).

Exceptional Circumstances

The Trust and Local Governing Body recognise that not every eventuality can be covered in this procedure. Therefore, in exceptional circumstances, parents/carers may apply in writing to the Headteacher for a discretionary bursary, outlining the specific circumstances with supporting documentation.

A decision will be taken by the Headteacher, at the sole discretion of the school and dependent on funds being available.