

### FINANCIAL SUPPORT REQUEST FORM

Please fill in this form as accurately as possible, using the explanatory notes to help you. We will not be able to process your request unless all relevant sections are completed in full.

Please note that this form is for Years 7-11 students only. A separate application process exists for Sixth Form students administered by the Sixth Form team.

<b>STUDENT DETAILS:</b>			
<b>NAME</b>		<b>FORM</b>	
<b>1. IS YOUR DAUGHTER ON OUR PUPIL PREMIUM REGISTER? (SEE NOTE 1)</b>		<b>YES</b>	<b>NO</b>
		Delete as appropriate	
<b>2. ARE YOU IN RECEIPT OF TAX CREDITS? (SEE NOTE 2)</b>		<b>YES</b>	<b>NO</b>
		Delete as appropriate	
<b>3. IF YOU HAVE ANSWERED NO TO 1 &amp; 2, PLEASE STATE WHY YOU WISH TO RECEIVE FINANCIAL SUPPORT. (SEE NOTE 3)</b>		<b>REASON:</b>	
<b>ACTIVITY TO BE SUPPORTED (PLEASE FILL IN DETAILS FOR <u>ONE</u> ONLY):</b>			<b>COST</b>
<b>NAME OF CURRICULUM-RELATED TRIP</b>			£
<b>NAME OF AFTER-SCHOOL CLUB</b>			£
<b>NAME OF EXTRA-CURRICULAR TRIP</b>			£
<b>ESSENTIAL SCHOOL EQUIPMENT (PLEASE SPECIFY)</b>			£
<b>RMS MUSICAL TUITION AT WCHS</b>			£
<b>OTHER (PLEASE SPECIFY)</b>			£
<b>IF YOU ARE ABLE TO MAKE A CONTRIBUTION TOWARDS THE ACTIVITY, PLEASE STATE HOW MUCH</b>			£
<ul style="list-style-type: none"> <li>I confirm that to the best of my knowledge the information supplied on this form is accurate.</li> <li>I understand that if my daughter receives financial support for an activity and subsequently fails to attend all or part of it she may be refused financial support for non-essential activities in the future.</li> <li>I understand that if I am applying for financial support for a school trip my signature on this form constitutes permission for my daughter to attend the trip.</li> </ul>			
<b>NAME OF SIGNATORY (This must be a parent or carer)</b>			<b>DATE</b>
<b>CONTACT TELEPHONE NO (IN CASE OF QUERY)</b>			

Once completed, please email this form to [financialsupport@woodford.redbridge.sch.uk](mailto:financialsupport@woodford.redbridge.sch.uk)

#### Explanatory Notes

1. You will have been sent a letter at the start of term indicating whether you are currently on our register.
2. If you have answered Yes to this question but No to Question 1, we will ask you to supply your most recent Tax Credit documentation, a copy of which will be retained by us.
3. We may require sight of documentation to support such an application.

<b>FOR SCHOOL USE ONLY</b>	
<b>APPROVED</b>	<b>YES</b> <b>NO</b>
<b>IF NO, REASONS FOR REFUSAL</b>	<b>ANY OTHER COMMENTS</b>
<b>SIGNED</b>	<b>DATE</b>