



CITY AND DIOCESE OF LONDON VOLUNTARY SCHOOL FUND GRANT APPLICATION FORM

Section 1: About the person making the application

Name [Sandra Smith](#)

Role [e.g. Headteacher or School Business Manager](#)

School name and address [School name, street name, London borough, postcode](#)

Email head@oakmeadow.sch.org

Telephone number [020 3198 6464](#)

Section 2: About the activity/purpose for which you are applying for a grant

Applications can only be considered if they meet the eligibility criteria set out in the [Grant Criteria](#).

Activity/purpose

[Example 1 - Residential school trip to build interpersonal, physical and teamworking skills by pupils participating in adventurous activities and experiencing the countryside.](#)

[Example 2 – Purchase of ukuleles and ukulele lessons to improve pupils’ musical opportunities whilst also enhancing their interpersonal and teamworking skills and teaching them to take ownership of, and care for, an instrument.](#)

Venue [Example 1 - Outward Bounds Centre, Watermillock, Penrith CA11 0JL](#)
[Example 2 - In school](#)

Dates [Example 1 - 14/06/23 – 17/06/23](#)
[Example 2 - Summer term 2023](#)

Tell us how your application meets the oversubscription criteria set out in section 3 of the Grant Making Policy
[Example 1 - This residential trip will enable pupils to take part in a range a physical activities that they cannot experience in our school setting. Pupils will be able to take part in a range of outdoor activities, including mountain climbing, canoeing and windsurfing. They will also study the local ecology and compare this with their home and school urban setting. This will allow them practical study of a range of subjects beyond the national curriculum for their key stage.](#)

[Example 2 - These music lessons enable the study of an instrument beyond the national curriculum. Pupils will be responsible for their instruments until they leave the school: this will help to teach them responsibility, while they are also able to learn the instrument and play together in a band.](#)

Section 3: About the grant you are applying for

<p>How many pupils will the grant you are applying for cover?</p> <p>Example 1 - 10</p> <p>Example 2 - 5</p>	<p>Amount applied for per pupil</p> <p>Example 1 - £150</p> <p>Example 2 - £100</p>	<p>Total amount applied for</p> <p>Example 1 - £1500</p> <p>Example 2 - £500</p>
<p>Overall cost of activity with breakdown, if appropriate</p> <p>Example 1</p> <p>Coach hire</p> <p>Accommodation and activities</p> <p>Example 2</p> <p>Ukulele</p> <p>Music tuition</p>	<p>Cost per pupil</p> <p>£320</p> <p>£300</p> <p>£20</p> <p>£120</p>	<p>Total cost for all pupils</p> <p>£3200</p> <p>£3000</p> <p>£100</p> <p>£600</p>

Section 4: About the individual for whom you are applying and their needs

Please provide factual information about the pupil and their particular circumstances

Please provide evidence, where appropriate, e.g. pupil premium funding, universal credit, receipt of free school meals, family support by external agencies, additional needs of the child or sibling or parent, medical or special needs in the family, referral to foodbank or debt support, use of school uniform banks or Early Help referral.

Pupil 1

Pupil's initials AB	Age 10	Date pupil joined your school 04/09/2017
<p>If the pupil joined your school less than two years ago, name of previous church school attended and dates of attendance</p>		
<p>Evidence of need (attach documentation where relevant)</p> <p>Example 1 - This pupil is in receipt of Pupil Premium Funding. The pupil lives with his mother who has lost her job owing to Covid-19. The family is now in receipt of Universal Credit. He lives in a two-bedroom flat with two siblings. His family cannot afford the full cost of the trip, £163.50. This school trip will be extremely beneficial to his well-being and growth.</p> <p>Example 2 – This pupil lives with his two siblings in a small flat. The family receives Universal Credit and he and his siblings are in receipt of Pupil Premium. The family was recently moved into emergency accommodation as its previous home was deemed by the local authority not fit for habitation. This pupil missed long periods of school as his health was impacted by his previous housing conditions. He has found it difficult to make friends as he missed so much school time. He has a clear aptitude for music. It is hoped that by taking part in ukulele lessons he will make more friends and will gain in confidence.</p>		

Pupil 2

Pupil's initials CD

Age 10

Date pupil joined your school

07/09/2020

If the pupil joined your school less than two years ago, name of previous church school attended and dates of attendance

Evidence of need (attach documentation where relevant)

Example 1 - This pupil and her family came to the UK as refugees from Afghanistan. She lives with her parents and three siblings in temporary accommodation. She is finally settling into school. During Covid-19 she was admitted into school as the child of a keyworker. She lacks social skills due to the language barrier and an initial fear of others at the time of her arrival. She is, however, now making friends and learning English. Her parents cannot afford the cost of this trip. This pupil is in receipt of Pupil Premium Funding; both parents receive Income Support. The pupil will benefit from this trip through a shared experience with her peers. She will especially gain from the teamwork activities which will increase her confidence.

Example 2 – This pupil has difficulty with coordination and penmanship skills. She comes from a large single-parent family that is in receipt of Universal Credit and she is also in receipt of Pupil Premium Funding. The school provides the family with school uniform, and also washes it for them. The school has referred the family to a local foodbank on a number of occasions. There are few books or toys in the family home. Ownership of a musical instrument will give this pupil something of her own. The playing of a musical instrument will improve her coordination and fine motor skills.

Pupil 3

Pupil's initials EF

Age 10

Date pupil joined your school

04/09/2017

If the pupil/student joined your school less than two years ago, name of previous church school attended and dates of attendance

Evidence of need (attach documentation where relevant)

Example 1 – This pupil has complex social and emotional needs. His mother has a medical condition and needs constant care. This pupil and his older sister are carers. This trip will give the pupil respite and relief. The pupil is in receipt of Pupil Premium and his older sister is in receipt of Carers' Allowance. The family cannot pay the cost of the trip.

Example 2 – This pupil has complex social and emotional needs. He struggles to make friends as he often has caring duties for his mother who needs constant care. He has expressed an interest in joining the ukulele band and his closest friend will be a member. He has stated to staff that he wants to be able to play for his mother. The family cannot pay for the instrument or the lessons.

Pupil 4Pupil's initials **GH**Age **10**Date pupil joined your school
18/10/2021

If the pupil joined your school less than two years ago, name of previous church attended and dates of attendance
St Mary's CE Primary School, Blackheath Drive, Harrow. HA1 5EW 03/09/2018 – 15/10/2021

Evidence of need (attach documentation where relevant)

Example 1 – This pupil is looked after and has been finding it difficult to make friends in his class since joining the school. This residential trip will greatly improve his chances of making friends in school. He has never been on holiday.

Example 2 – The child is looked after and has recently joined the school after being moved to a new foster family in the area. The child struggles to make friends and is occasionally non-verbal. He is receiving speech and language therapy in school. The school feels he would benefit greatly in joining the ukulele band to enable him to make new friends quickly.

Pupil 5

Pupil's initials

Age

Date pupil joined your school

If the pupil joined your school less than two years ago, name of previous church school attended and dates of attendance

Evidence of need (attach documentation where relevant)

Pupil 6

Pupil's initials

Age

Date pupil joined your school

If the pupil joined your school less than two years ago, name of previous church school attended and dates of attendance

Evidence of need (attach documentation where relevant)

Pupil 7

Pupil's initials	Age	Date pupil joined your school
If the pupil joined your school less than two years ago, name of previous church school attended and dates of attendance		
Evidence of need (attach documentation where relevant)		

Pupil 8		
Pupil's initials	Age	Date pupil joined your school
If the pupil joined your school less than two years ago, name of previous church school attended and dates of attendance		
Evidence of need (attach documentation where relevant)		

Pupil 9		
Pupil's initials	Age	Date pupil joined your school
If the pupil joined your school less than two years ago, name of previous church school attended and dates of attendance		
Evidence of need (attach documentation where relevant)		

Pupil 10		
Pupil's initials	Age	Date pupil joined your school
If the pupil joined your school less than two years ago, name of previous church school attended and dates of attendance		
Evidence of need (attach documentation where relevant)		

Section 5: Data Protection – application privacy notice

All data requested in this form is mandatory unless stated otherwise.

Under data protection law you have the right to be informed about how and why the LDBS collects and uses any personal data it holds about you. Please see the LDBS Board Member Privacy Notice found on our website for this information.

The LDBS takes any complaints about its collection and use of personal information very seriously. If you think that the LDBS's collection or use of personal information is unfair, misleading or inappropriate, or have any other concern about its data processing, please raise this with the LDBS in the first instance, contacting the LDBS's Data Protection Lead via david.pite@london.anglican.org. Alternatively, you can refer a complaint to the Information Commissioner's Office.

Section 6: Declaration

I declare that the information given in the application is correct to the best of my knowledge and that the grant will be used solely for the above pupil/s and for the purpose for which it is awarded.

Signature

Date [29/11/2022](#)

Section 7: Bank details for making the grant payment

If your application is successful, the grant will be paid by bank transfer. Please provide your school's bank account details.

Name of bank [Barclays Bank PLC](#)

Name of bank account [Oak Meadow Primary School](#)

Sort code [40-30-12](#)

Account number [12345678](#)